

DISTRICT REGULATION

CONCURRENT ENROLLMENT

In accordance with state law and Board of Education Policy ED, concurrent enrollment has been approved. Students who meet the requirements of the Oklahoma Regents may be admitted provisionally to a college in Oklahoma as a special student. This allows students to be concurrently enrolled in high school and college classes. Interested students must contact their counselor for admission criteria and admission forms. The school counselor will check to see if the college course meets the requirements for high school credit. Courses taken concurrently in college will be recorded on the high school transcript and may be counted for credit toward high school graduation requirements. The student must submit an official college transcript to the high school registrar. These grades will be used in the calculation of the grade point average and class rank.

Students who meet the concurrent enrollment credits established by the State Regents and the State Board of Education shall be entitled to receive a tuition waiver for up to eighteen (18) credit hours during their senior year. Subject to the concurrent enrollment programs for seniors being fully funded, each high school junior who meets the eligibility requirements for concurrent enrollment may be entitled to receive a tuition waiver for up to nine (9) credit hours during their junior year.

Concurrent enrollment is the responsibility of the parent and the student. The counselors at CHS are here to assist. Parents and students are responsible for keeping the CHS counselors informed of initial enrollment, changes to enrollment and any dropped courses. Students are responsible for meeting CHS graduation requirements. It is important that courses should be reviewed by the CHS counselor to assist in ensuring that graduation requirements are met.

If a student fails to meet these obligations, the student will be enrolled in a full schedule of courses at CHS to help meet graduation requirements.

Enrollment Process:

Qualify for Concurrent Enrollment:

- Must have a 3.0 or higher GPA and/or 19 or higher on the Pre-Act or ACT depending on the college
- Counselor Recommendation

Timeline for Enrollment:

- Summer and Fall enrollment should be completed prior to the last week of the current school year.
- Spring enrollment should be completed prior to Winter Break.

Steps for Enrollment:

- Talk to high school counselor about class choices
- Select a college - university options need to be discussed by the student and parent
- Sign and return the CHS Concurrent Enrollment form ED-R5-F1
- Sign and return the Counselor Recommendation form provided by the college
- Apply to that College
- Select a class to take
- Enroll in that class
- Email a picture of the enrollment verification or come talk to site counselor after you have enrolled

*It is recommended that students only take classes from one college at a time in any given semester. A switch in colleges for concurrent enrollment should wait until the upcoming enrollment period for the next semester. Example: A student should not take USAO classes and Redlands classes in the same semester or take OCCC classes the first 9 weeks and Redlands the 2nd 9 weeks.

Dual Credit Courses:

- Receive both high school and college credit.
- In order to not be required to take English IV as a senior, students must successfully complete Comp 1 in the spring of their Junior year and Comp 2 in the summer or fall of their senior year.

On Campus Courses

USAO - US History, US Government, Comp 1, Comp 2, Psychology, and another elective class (depending upon enrollment)

Off Campus Courses

US History, US Government, Comp 1, Comp 2, Sociology, Psychology, College Math, Biology. Speech, Healthy Living, Philosophy, Humanities, Music Appreciation

General Information:

- Students may take courses through the following methods
 - In-person at CHS (with USAO)
 - In-person at your enrolled university
 - Virtually through your enrolled university
 - These students may complete their course work in the CHS library or off-campus at an approved location from his/her parent
- Examples of CHS courses with concurrent enrollment:
 - USAO course on CHS campus, 1 open period, 6 in-person classes
 - 1 concurrent class, 2 CHS open periods, 5 in-person classes
 - 2 concurrent classes, 3 CHS open periods, 4 in-person classes
 - 3 concurrent classes, 4 CHS open periods, 3 in-person classes

- Students enrolled in concurrent classes must follow the arrival and departure processes established by CHS.
- Students enrolled in concurrent classes must stay in the assigned designated area as determined by CHS administrators.
- All students including concurrent students will be enrolled in an Advisory Period.

Transcription courses

- All concurrent courses will be transcribed as a core or an elective course.