

Issue Date: January 26, 2024

## Secondary Dual Enrollment, Fast Forward, and Early College Participation Agreement FY25

### [Secondary, Dual Enrollment, Fast Forward and Early College Participation Agreement FY25](#)

**Dual Enrollment, Fast Forward & Early College Overview:** Under the Flexible Pathways Initiative, the State has encouraged and supported school districts in offering high-quality educational experiences. Dual Enrollment, Fast Forward and Early College, allow school districts to offer post-secondary experiences to students to meet graduation requirements. The **Vermont Dual Enrollment Program**, [16 V.S.A. § 944](#), provides eligible Vermont high school students access to two college courses, tuition free, through the Vermont Dual Enrollment System that tracks requests, collects information for reporting, and allows for accurate reimbursement to participating partners. Course requests are awarded on a semester-by-semester basis, pending student eligibility. Courses taken will appear on both the high school and college transcripts. Developmental/remedial courses do not qualify for Vermont Dual Enrollment. The **Fast Forward Program** allows students in Career Technical Education (CTE) programs to earn credit for college courses, up to two courses per semester, taken at the regional CTE centers or online. The Fast Forward program is funded through Perkins V Federal funds. The **Early College Program**, [16 V.S.A. § 946](#), is a program in which high school juniors apply to complete their senior year of high school in a college program. Student readiness for and participation in college coursework must be determined by their principal and/or their designee and documented in the student's Personalized Learning Plan, and the credits earned apply to secondary school graduation requirements.

Note: Please refer to current guidance regarding eligibility and enrollment of Home Study students. For any questions contact [AOE.DualEnrollment@vermont.gov](mailto:AOE.DualEnrollment@vermont.gov)

1. Please select your SU/SD from the list below.
2. All Approved Independent Schools are asked to provide a list of the school districts from which you receive tuition students who are eligible to participate in Dual Enrollment, Fast Forward, or Early College.
3. Please select your school from the list below.



## General Program Responsibilities

The following section pertains to general responsibilities high schools are expected to fulfill when providing these post-secondary options for high school students.

4. Secondary schools shall ensure that students meet eligibility requirements as defined by state policy, which are subject to change based on legislative action.
5. Secondary schools ensure that participation in Dual Enrollment, Fast Forward, and/or Early College Program is documented in a student's Personalized Learning Plan.
6. Secondary school agrees to support the student in the creation/revision of their Personalized Learning Plan to include these programs.
7. Secondary schools must establish an equitable process to prepare students and determine readiness for participation in Dual Enrollment, Fast Forward, and/or Early College.

*The VT Flexible Pathways Tool: Considerations for Student Participation in a Flexible Pathway was created to support a consistent process for students and their advisors to determine how a flexible pathway opportunity fits within a student's short- and long-term goals, how they can prepare for those learning experiences and identify the supports they may need to be successful.*

8. Secondary schools must agree to provide eligible students with access to Dual Enrollment, Fast Forward, and the Early College Programs.
9. Secondary schools must ensure that Dual Enrollment, Fast Forward, and Early College courses align with a school's graduation requirements and will be applied toward meeting secondary graduation requirements.
10. Secondary schools must identify and provide necessary support for students participating in Dual Enrollment and Fast Forward and continue to provide services for students with disabilities as identified in their IEP. Early College Program students on an IEP who participate in the Early College Program are no longer eligible to receive special education services from their sending high school, for questions about accommodations available at a specific college/university, please contact the school directly.

## Dual Enrollment Program Responsibilities

This section outlines the high school's responsibilities as partner in the Vermont Dual Enrollment

11. Secondary schools allowing a student to register and complete a college course designated as Dual Enrollment or requested through the Dual Enrollment system that begins prior to the student completing 10th grade or ends after a student has graduated from high school will be responsible for the course tuition (not the college or the student/parent/guardian).
12. Secondary schools will use the Dual Enrollment System for the purposes of approving/denying student accounts, approving/denying course requests, and monitoring course request status.

13. Secondary schools must agree to maintain and report data related to students enrolled in Dual Enrollment Program courses.
14. Secondary schools must confirm course details before approving a course request (i.e., college, semester, and course).
15. Secondary schools must confirm with the student which Dual Enrollment courses will be changed, if any, during the college drop/add period. Changes to approved course requests can only be made by the college.
16. Please provide the name of your Dual Enrollment Program Coordinator.
17. Please provide the email address for your Dual Enrollment Coordinator.

### **Fast Forward Program Responsibilities**

This section outlines the high school's Fast Forward Program responsibilities.

18. Secondary schools will use the Dual Enrollment System for the purposes of approving/denying students accounts. Fast Forward Coordinators at the CTE Centers will approve Fast Forward courses.

### **Early College Program Responsibilities**

This section outlines the high school's responsibilities as partner in the Vermont Early College Program.

By approving student participation in the Early College Program, principals understand that participation full-time for a full academic year of college replaces the student's senior year in sum and substance. This includes the waiving of any senior-year mandated courses, projects, or requirements.

19. Ensure students complete the respective college's FERPA waiver.
20. Issue high school transcript inclusive of college courses.
21. Award high school diploma.
22. The secondary school may not charge additional fees to meet these responsibilities.
23. Secondary schools understand that if an Early College student drops below full-time status due to any unforeseen circumstance, the Early College Program Request for Exception form must be completed by the secondary and/or post-secondary institution. The completed Request for Exception form must be submitted to and approved by the AOE to support the accommodation of continuing part-time.
24. Early College students must unenroll from their high school to participate.
25. Please provide the name of your Early College Program contact person.
26. Please provide the email address for your Early College Program contact person

### **Principal & Superintendent/Headmaster Agreement**

Please enter the information requested below for the Secondary School Principal and the Superintendent/Headmaster. Upon submitting this completed form, both the Principal and Superintendent will be sent a link to sign a document using **DocuSign**, our official e-signature tool. Signatures indicate understanding of and assurance that the

Vermont Dual Enrollment and Early College Program Participation Agreement responsibilities will be met.

27. Please provide the name of your secondary school principal.

28. Please provide the email address for your secondary school principal.

29. Please provide the name of your superintendent/headmaster.

30. Please provide the email address for your superintendent/headmaster.