

---

## Vermont's Dual Enrollment Program Terms and Conditions

\*Please consider reviewing this document with your school counselor or parent.

By applying for this dual enrollment voucher, I grant permission to the colleges in the Vermont Dual Enrollment (DE) program, as well as the Vermont Agency of Education (AOE), to include my data (e.g., enrollment, attendance and performance) as part of any summarized report necessary for the continued funding and success of the program.

I understand that information related to my enrollment, attendance and performance in this course will be shared with my high school principal or dual enrollment coordinator. An official college transcript will be issued to my high school upon completion of the college course for the purpose of awarding high school graduation credit. I give permission for the high school and the postsecondary institution to disclose information to each other about my educational record while I am enrolled at the postsecondary institution, regardless of my age. I understand that my education record includes, but is not limited to, grade information, disciplinary issues, and billing and financial aid obligations to the college. I understand that classes taken for college credit will be recorded on a permanent college transcript.

I understand that I must follow the drop/add calendar at the college I am attending and must alert my high school principal or dual enrollment coordinator if any of my courses change. I acknowledge that if I withdraw from the course after the college's withdrawal period I will not be issued a replacement voucher for this course. I also understand that withdrawing from or failing college classes after the colleges add/drop deadline may cause me to be ineligible for Federal Financial Aid after high school graduation.

I understand that my participation in the dual enrollment program is also considered an application for the Vermont Student Assistance Corporation (VSAC) for financial assistance and scholarships regarding books, materials, fees, transportation and other expenses associated with taking a college course. I give permission to share this application and my free/reduced lunch eligibility with VSAC (if applicable).

I understand that this voucher request will be sent to dual enrollment coordinator at the high school or the Agency of Education and the coordinator must accept the request

### **Contact Information:**

If you have questions about this document or would like additional information please contact:

Student Pathways at [AOE.DualEnrollment@vermont.gov](mailto:AOE.DualEnrollment@vermont.gov)

before a voucher can be issued. I also understand that I am eligible for a total of two vouchers (totaling a maximum of 8 credits) that the State pays tuition for.

I understand that to be eligible for dual enrollment I must have the dual enrollment course written into my Personalized Learning Plan (PLP) and be academically ready for the course or courses I plan on taking.

I understand that any extra fees, books, transportation, board, etc., required by the college/university are my personal or family's responsibility to pay outside of the tuition that the State pays for.

I understand this voucher request is not a registration at any college. I will need to apply and officially register at the college I want to attend.

I have read and understand the terms and conditions provided here.

## **Vermont's Dual Enrollment Program**

### **Release of Information for Concurrent Enrollment Student**

In accordance with federal guidelines of FERPA (Family Educational Rights and Privacy Act), I understand that if I am in a situation where I am enrolled in both a high school and a postsecondary institution, the two schools may exchange information about me. If I am under 18, my parents still retain the rights under FERPA at the high school and may inspect and review any records sent by the postsecondary institution to the high school.

If I am 18 years old or older, and have entered into a postsecondary institution, the rights under FERPA transfer from my parents to me.

I give permission to my high school to release my transcript and test scores to the postsecondary school I am enrolling in and vice versa. In accordance with the federal guidelines of FERPA (Family Educational Rights and Privacy Act), I hereby authorize the release of my course and payment information to the State of Vermont Agency of Education. The authorization is in effect during the entire time period in which I participate in the Dual Enrollment program.

I have read and understand the release of information provided here.