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## MEMORANDUM

TO: Home Study Families  
FROM: Alicia Hanrahan, Education Programs Coordinator (Home Study)  
Toni Marra, Dual Enrollment and Early College Coordinator  
SUBJECT: Dual Enrollment and Early College  
DATE: August 17, 2017

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The VT Agency of Education's Home Study Office is providing clarity to families who wish to enroll their high school aged students in either a Dual Enrollment (DE) Program (the student must have completed coursework equivalent to a rising 11<sup>th</sup> or 12<sup>th</sup> grader) or an Early College (EC) Program (the student must have completed coursework equivalent to a rising 12<sup>th</sup> grader).

1. Every Home Study student who wants to participate in DE/EC must submit a Home Study Enrollment Form (Form A) and a Minimum Course of Study (MCOS) regardless of their MCOS exemption status.
2. Every student who wants to participate in DE/EC must have a Personalized Learning Plan (PLP). If the student does not have a PLP, then the MCOS (as mentioned above) will act as the PLP.
3. Each MCOS must specifically identify how the enrollment in DE or EC aligns with and advances their educational program.
4. A home study student and the student's parent or guardian shall be solely responsible for developing a PLP.

Questions regarding this process can be sent to the Agency of Education's Home Study email address at [aoe.homestudy@vermont.gov](mailto:aoe.homestudy@vermont.gov) or by calling 802-622-1254 or by contacting Toni Marra, DE/EC Coordinator, at [toni.marra@vermont.gov](mailto:toni.marra@vermont.gov) or 802-479-1302. More information can also be found at the Agency of Education's [Dual Enrollment](#) and [Early College](#) webpages.