

Secondary Dual Enrollment, Fast Forward, and Early College Participation Agreement FY24

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 a voucher system that tracks requests, collects information for reporting, and allows for accurate reimbursement to participating partners. Vouchers 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 vouchers. 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.

1. Please select your SU/SD from the list below. *See Partnership Agreement form for full list.*
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. *See Partnership Agreement form for full list.*
3. Please select your school from the list below. *See Partnership Agreement form for full list.*

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.
 - a. Agree
 - b. Do not agree

Contact Information:

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

AOE.DualEnrollment@vermont.gov

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.
 - a. Agree
 - b. Do not agree
6. Secondary school agree to support the student in the creation/revision of their Personalized Learning Plan to include these programs.
 - a. Agree
 - b. Do not agree
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.

 - a. Agree
 - b. Do not agree
8. Secondary schools must agree to provide eligible students with access to Dual Enrollment, Fast Forward, and the Early College Programs.
 - a. Agree
 - b. Do not agree
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.
 - a. Agree
 - b. Do not agree
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.
 - a. Agree
 - b. Do not agree

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).

- a. Agree
 - b. Do not agree
12. Secondary schools will use the Dual Enrollment System for the purposes of approving/denying student accounts, approving/denying voucher requests, and monitoring voucher status.
- a. Agree
 - b. Do not agree
13. Secondary schools must agree to maintain and report data related to students enrolled in Dual Enrollment Program courses.
- a. Agree
 - b. Do not agree
14. Secondary schools must confirm voucher details before approving a voucher (i.e., college, semester, and course).
- a. Agree
 - b. Do not agree
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 vouchers can only be made by the college.
- a. Agree
 - b. Do not agree
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.
- a. Agree
 - b. Do not agree

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. CTE students seeking to participate in Early College while maintaining enrollment in their CTE Program concurrently must have an Early College and CTE Co-Enrollment Prior

Approval Request Form, indicating they have support of their sending school and CTE program, submitted by their sending school and CTE counselor to the AOE for approval.

- a. Agree
 - b. Do not agree
20. Ensure students complete the respective college's FERPA waiver.
- a. Agree
 - b. Do not agree
21. Issue high school transcript inclusive of college courses.
- a. Agree
 - b. Do not agree
22. Award high school diploma.
- a. Agree
 - b. Do not agree
23. The secondary school may not charge additional fees to meet these responsibilities.
- a. Agree
 - b. Do not agree
24. 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.
- a. Agree
 - b. Do not agree
25. Early College students must unenroll from their high school to participate – this includes high school students attending a technical center. Unenrolled secondary CTE students seeking to participate in Early College and their CTE program must submit an Early College and CTE Co-Enrollment Prior Approval Request Form to the AOE for approval.
- a. Agree
 - b. Do not agree
26. Please provide the name of your Early College Program contact person.
27. 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

28. Please provide the name of your secondary school principal.
29. Please provide the email address for your secondary school principal.
30. Please provide the name of your superintendent/headmaster.
31. Please provide the email address for your superintendent/headmaster.