

Dual Enrollment - Early College Handbook

Alpena Community College

Overview - Frequently Asked Questions (FAQ)

Dual Enrollment and Early College programs are intended to help students get a feel for how college works and get exposure before a college freshmen year, setting the trajectory for a successful college experience and degree completion. Students are eased into the college experience while developing skill sets, earning college credits and saving money at the same time while their high school, by law, pays for tuition, fees, books, and all required materials.

Dual Enrollment and Early College are programs that provide high school students the opportunity to earn college credits in a variety of formats while still in high school. Classes are offered on Alpena Community College (ACC) campuses (Alpena and Oscoda) and at community centers and/or area high schools when necessary due to logistics unique to the remote and isolated service area. The objective of Dual Enrollment and Early College is to acclimate students to a college experience. Every effort is made to make sure that college classes are distinct from high school classes in both content and experience appropriate for higher order learning.

Credits can accumulate towards an ACC credential via either Dual Enrollment or Early College programs. The College maintains formal agreements with local school districts outlining the offerings and services provided for different Dual Enrollment and Early College programs where applicable. Transferability of credits is at the discretion of the receiving institution.

There are a growing number of Early Colleges in the U.S. which have been generating principles of best practice over the past dozen years. ACC follows the guidelines of the National Middle and Early College Association.

This handbook is intended to provide a basic reference point for students and parents taking advantage of Dual Enrollment and Early College. It also serves as a reference guide to ACC and high school support staff providing the opportunity, keeping all parties involved on the same page and oriented towards success and student achievement.

High school support personnel and ACC staff can provide additional information on eligibility, the best program to pursue based on each student's circumstances, and what courses to take at various stages of progress and within specific circumstances. They may address how tuition, fees, books and transportation are handled, and the consequences of doing well and not doing well in a college course beyond what this handbook provides. They may provide additional information on the effect on high school graduation and the responsibilities of eligible students and their parents/guardians.

What is Dual Enrollment?

Dual Enrollment, also called the “Postsecondary Enrollment Options Act,” is a program that gives high school students the opportunity to be enrolled in both high school and college at the same time. The program is sponsored by the State of Michigan and has existed since 1991. When all of the criteria identified by the state are met, the student’s tuition and applicable fees may be paid for by their school district. The school district is required to pay up to the foundation allowance amount.

Dual Enrollment is defined as traditional college courses offered on a college campus or site taught by a full-time or part-time college instructor for college credit. Dual Enrollment allows students to enroll in up to ten (10) college courses throughout their high school career with commitment to no more than one (1) course at a time at one’s own pace. The objective is to help students explore college and figure out what college instructors expect, learning how college is different from high school. Students can test the waters and accumulate some college credit. Students can take courses that high schools do not offer. College courses prepare students to effectively communicate, think critically and be socially and culturally aware. The idea is that when arriving at college after high school graduation, students already have a jump-start and know how to handle college while expanding their horizons. Dual enrollment courses can count toward high school graduation and college credit, and they are usually paid by a participating high school. Students can finish college early with accumulated credits while still in high school and pay less in the long run.

For more detailed information about Dual Enrollment in the State of Michigan, check out this website [Michigan Department of Education - Dual Enrollment FAQs](#)

What is an Early/Middle College?

Early/Middle College is similar, but a bit more formal commitment to a program of study including a “13th year” that allows students to defer high school graduation by one (1) year while simultaneously completing a full college credential (e.g. Associate of Arts or Science degree) and a high school diploma. Early/Middle colleges are essentially the same thing – synonyms for one another. An Early College is an educational format that integrates the curricula of high school and college courses resulting in both a high school diploma and a college certificate or associate’s degree. It involves an additional year of commitment beyond 12th grade. Courses are packaged in a calculated manner based on student needs and academic interests to ideally complete sixty (60) hours of college curriculum by one (1) year after traditional high school graduation. Curriculum is personalized and paced to the student’s goals and abilities. Students may earn certificates, degrees or just seek transferable credits.

Bridging the gap between high school and college, Alpena Early College (AEC) for example, gives students a unique opportunity that goes beyond Dual Enrollment. Students can complete their high school diploma AND receive a college degree at the same time.

Early College opportunity offers:

- Three (3) year-accelerated program for grades 11-13
- Prepares for pathways compatible with ACC programs and degree credentials
- High school classes plus college courses
- College campus experiences
- High school diploma
- Up to sixty (60) transferable credits and/or an Associate’s Degree or recognized certificate
- All fees and costs paid by sponsoring high school (e.g. Alpena Public Schools)
- *Students must re-pay for a failed class*

While enrolled as part of an Early College program, students have a combined high school and college experience allowing them to participate in prom, sports, senior year activities and high school commencement just like the rest of their class. That is so long as it does not interfere with their college courses. But they also receive an ACC student ID and are eligible to take part in ACC student activities.

What is the benefit of Dual Enrollment and Early College?

Students are gradually immersed into the college environment at no financial cost to the student in both programs. As high school students, they are on the college campus all day (usually beginning in their junior year) and learn to take classes with adults and behave like adults in an adult learning environment in steady immersion within the college setting and expectations. It helps students bridge the learning and social gaps between high school and college. In addition, courses can be counted as a high school and college credit depending on the circumstances of each student.

Where is Dual Enrollment and Early College at ACC offered?

Early College at ACC is most developed with Alpena Public Schools' (APS) Alpena Early College (AEC) program. Both programs are currently available to high schools in one form or another at the following school districts:

Dual Enrollment: Alpena (includes ACES Academy and the Family Partnership (Home School) students, Alcona, Atlanta, AuGres, Cheboygan, Fairview, Hale, Hillman, Inland Lakes, Johannesburg-Lewiston, Onaway, Oscoda, Posen, Rogers City, Tawas, Whittemore-Prescott, Wolverine

Early College: Alpena (includes ACES Academy and the Family Partnership (Home School) students, Alcona, Oscoda, Tawas, Whittemore-Prescott

Contact a local district to inquire about program availability, or contact ACC directly for details about existing or developing programs.

Is Dual Enrollment or Early College right for every student?

The advantages of participating in a Dual Enrollment or Early College program are many. Research shows that students who take college courses while in high school have an increased rate of 5-year university enrollment, as well as higher GPAs in college.

A student may be academically advanced, but it does not mean s/he also has matured emotionally and behaviorally to the college level. High school students often make the mistake of thinking that their college courses function culturally, academically, and procedurally the same as their high-school classes. They do not, and should not. It is higher education after all. In particular, if a child has an immature attitude about the bullet points below, then Dual Enrollment is not right for them, *yet*. Give them more time to mature and gain emotional self-awareness before encouraging them to attempt a college-level course.

- Having personal accountability
- Taking on responsibilities
- Viewing the way grades are earned
- Engaging disruptive behaviors in class
- Handling pressure and stress

Students need to be able to balance and potentially give up other commitments in order to prioritize the work required to be successful in a college course.

Most Dual Enrollment and Early College students are capable of achieving good grades in high school, while maintaining other commitments. However, taking a Dual Enrollment course is not like adding another high-school class, club, or activity to a student's schedule. College courses will be more challenging academically, demand stronger coping abilities, along with efficient time management. Compared to the high-school level, students are expected to complete a full course in sixteen (16) weeks.

Before opting for Dual Enrollment or Early College, it is critically important for students and parents to consider the social and emotional challenges that can come with taking college courses at a younger age. Even the most socially well-adjusted and academically talented high school students can struggle with the unique pressures of college. For this reason, it is a good idea for individuals to talk with parents, teachers, and counselors about some of the workload challenges they will face, even when taking one (1) college-level course.

If a student is academically ready, is mature, and likes the idea of getting a head start on college education, then Dual Enrollment or Early College may be the right choice. It is important to weigh pros and cons.

The Pros:

- Most Dual Enrollment programs cost nothing at all, potentially saving thousands of dollars in tuition.
- Students can get a first-hand idea of what is required of full-time college course work.
- Participating in Dual Enrollment will help students experience what college life is like. This can help ease the transition from high school to more independent experiences.
- If a student was not able to take Advanced Placement (AP) courses at his/her high school, participating in Dual Enrollment can show transfer colleges that s/he is capable of successfully completing challenging coursework. It can also replace the credit that may have been earned through AP exams.
- Some Dual Enrollment courses are available online or via Video Conferencing Systems (VCS), eliminating the need for significant travel.
- Taking college courses can help high-school students hone in on a major that is right for them.
- Earning college credit while in high school can help ensure that students will graduate from college on time, if not earlier.

The Cons:

- If students already have a busy, stressful schedule, the additional requirements of Dual Enrollment/Early College could cause grades to suffer and defeat the purpose.
- The student and the family will need to determine ahead of time how they will manage the required study time for a college course(s). Each hour in class equals two (2) to three (3) hours of study/homework time, and for online classes the time commitment typically is higher. Additionally, there may be times when the high school calendar does not align with ACC's calendar in relationship to when a student will be required to attend class/be working on assignments – like Spring Break.
- Some school districts might not cover the cost of books and course-related materials. If this is the case, then those costs will need to be anticipated. Michigan Dual Enroll Law requires this, some districts may need to be reminded. Students should never be left with less of a chance to succeed due to poverty.
- Many courses have online components, require students take proctored tests at specific locations, or service/project-based learning for which time will need to be budgeted. It is best that students proactively contacts his/her college instructors in order to anticipate and plan accordingly.
- Since the courses of a Dual Enrollment student are *real* college courses, if s/he fails or does not earn a transferable grade, it will appear on his/her transcripts and often will stay there forever. Thus, per above, students need to feel confident that they will be successful. Keep in mind that a failing grade may require the student/family to pay back the school district for the cost of the course. State law says st shall repay. Districts decide how hard they will push to collect.

- Prior to enrolling in a course, students should factor in travel time and costs that may limit their abilities to meet college commitments.
- If a student plans to be involved in high school activities and sports, they will need to know how to prioritize time and not be overly involved in high-school activities.

If the student is not interested in or emotionally prepared for taking courses, then it is not the right time. Pushing a child to enroll in college courses before s/he is emotionally or behaviorally ready often leads to the student:

Having a negative experience

- Being unsuccessful
- Jeopardizing his/her GPA or academic record in high school and college

Many younger students are not mature enough in their behaviors or self-management skills to complete assignments or projects that require:

- Larger amounts of reading and assignments
- Teamwork
- Critical/higher-order thinking
- Approaching complex/controversial topics in a systematic and nuanced manner

How do the programs work and who is eligible?

Are there minimum requirements to participate in Dual Enrollment and Early College?

Dual Enrollment and Early College are available to students who are enrolled in at least one (1) high school course, and have not been in high school for more than four (4) years. Students must also meet specific placement score targets and/or the specific eligibility requirements set by both their high school and ACC.

Eligibility for both Dual Enrollment and Early College programs is based primarily on student placement test scores to help ensure success. The two main tests utilized to gauge a student's readiness for college-level course work are the SAT or the ACCUPLACER.

Local school personnel work with interested students to determine proper placement for each program. Students should follow the application process, work with a high school counselor and decide what program/courses work best based on prospects of success.

In order to participate in either Dual Enrollment or Early College the following criteria must be met:

1. Be a high school student and meet the eligibility standards, (Enrolled in one (1) high school class in a public school district or state approved nonpublic school in this state)
2. Have at least one (1) parent or legal guardian who is a resident of this state
3. Not have been enrolled in high school for more than four (4) school years
4. Have qualifying placement scores

Admission to the college for Dual Enrollment is based upon high school performance, including SAT and placement test scores. This State of Michigan Dual Enrollment link provides more details about eligibility: [Michigan Department of Education - Dual Enrollment FAQs](#)

Question #14 of the Frequently Asked Questions (FAQ) covers "***Which pupils are eligible to participate in dual enrollment?***" It includes a chart of various testing scores needed to be eligible for Dual Enrollment by a participating high school. A score of 480 on the Reading and 530 on the Math portion of the SAT is used to determine eligibility for Dual Enrollment. ACC look more at certain "sub-scores" of the SAT for placement. High schools use certain SAT scores to determine eligibility for Dual Enrollment. ACC uses other scores to determine placement into certain courses.

Early College is different than Dual Enrollment in that Early College targets underserved and at-risk populations like first generation college attendees, low-income and students of color that have lower rates of success/completion. It is not strictly limited to those students, but all students in NE Michigan are considered affected by poverty. There are no minimum GPA or entry scores for Early College. Placement scores are required.

The ACC Testing Center is available for placement testing and is located in Van Lare Hall on the Alpena Campus - 989.358.7569. Testing is also available at the Oscoda Campus - 989.739.1445.

What are the standards for placement – SAT and Accuplacer?

SAT and/or Accuplacer scores for Reading and Math placement purposes may be used. If SAT has been taken, send scores for evaluation. Support staff at the high school and/or college will review SAT scores to determine qualifying scores for individual courses. Refer to ACC website for more detailed information about placement - [ACC Admissions Office Website](#)

Are there special requirements and limitations on students participating in an Early College program?

There are nearly 200 Early Middle Colleges in Michigan. Alpena Public Schools' Alpena Early College (AEC) is one example of partnership with ACC. This State of Michigan Dual Enrollment link provides more details about eligibility: [Michigan Department of Education - Early Colleges](#)

Local school districts have a limited number of seats (some districts limit to 100). Seat limitations are decided by the local school district. The number of seats available will be filled through an application process, so Early College requires an application. Preference is traditionally given to students who are the first in their family to attend college or who meet the free and reduced lunch qualifications.

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For Early College, students must be in their 10th grade year and on track to qualify as an 11th grader by the end of the spring semester of when they apply (within one [1] credit). They have to be 14 by September 1 of their junior year.

Students entering grade 11 in the fall semester are eligible to apply. Once enrolled, students take classes at both the high school and ACC based on their placement scores. As members of their Early College cohort, they may go through high school commencement with their classmates in 12th grade, but then they stay on for an additional year to complete a full schedule of "13th grade" courses, including one (1) final high school class and their college credits to earn their degree or certificate. *The final high school class can be a college course that counts for high school.*

Which courses qualify for Dual Enrollment and Early College?

Courses that are a hobby, craft, recreational or courses in the areas of physical education, theology, divinity, or religious education are not eligible for tuition support. High schools may limit other courses based on their course schedules. The following are scenarios where Dual Enrollment apply:

- A course offered by an eligible postsecondary institution that is not offered by the school district including Advanced Placement and online courses.
- A course offered by the school district, but is determined by the board of the school district to not be available to the eligible student because of a scheduling conflict beyond the eligible pupil's control.
- A course offered by a postsecondary institution that is offered for a certificate, degree or program completion requirement, or is part of a noncredit occupational training program leading to an industry-recognized credential that is not offered through the school district, intermediate school district, or area vocational-technical education program.
- *Early College students can take any course in their designated program of study (A Fine Arts major is not allowed by state law). Art or Physical Education courses can be taken only when specifically called for in the program of study (e.g., Physical Education course in Criminal Justice program or Art Education course in Education program). The program must specify Fine Arts elective specifically, not just elective/general elective.*

Who decides which courses qualify?

High school administrators are responsible for interpreting the legislation and determining which courses will qualify for Dual Enrollment and Early College. Questions about whether a school district will pay for a certain course should be addressed by contacting a high school counselor or principal directly. Michigan Department of Education may also be contacted - (517) 335-1263.

What is a prerequisite or co-requisite course?

A prerequisite course is one that a student must complete before enrolling in a course. A co-requisite is a course that must be taken at the same time another course is taken.

Do the prerequisite/co-requisite requirements need to be met?

Yes. Students are required to follow the prerequisites/co-requisites listed in the catalog. Prerequisites/co-requisites are developed so all students enrolled can benefit from that level of instruction and be more prepared for successful completion of the course.

When can students begin taking college courses?

Each student will start taking college courses when s/he has applied and been approved for either program and been placed based on demonstrated proficiency at a college level in reading, writing, and math based on college placement standards based on placement tests. Programs, courses, calendars and schedules are determined by ACC as part of the Memorandum of Understanding (MOU) guiding each program and participating high school.

What is a Memorandum of Understanding (MOU)?

A MOU is the formal agreement between a participating high school and sponsoring college of an Early College program. A sample MOU can be found here: http://www.michigan.gov/mde/0,4615,7-140-43092_51178---,00.html#noprint

Districts are encouraged by the Michigan Department of Education to engage an Early/Middle College DESIGN TEAM, including secondary and postsecondary educators, to customize the template and/or develop an MOU to meet individual partnership needs. The Michigan Department of Education also encourages districts to have the final MOU reviewed by legal counsel and an annual review of all MOUs with all partners. An MOU for a specific partnership is available from relative participating institutions. The Original design team for Alpena Early College (AEC), as an example, was Kathy Marsh, Max Lindsay, Kristin Berles, Joyce McCoy, Brent Holcomb, Lee Fitzpatrick.

Who Pays for What?

Are there minimum or maximum income requirements to apply?

No. There are no income requirements to apply.

Are there costs associated with either program?

Typically, the high school pays tuition, fees and books. Students/families are responsible for transportation and food costs. High schools provide tuition assistance for Dual Enrollment courses up to an approved dollar amount per course. The tuition allotment is the same regardless of the course. At ACC, tuition is charged based on course contact hours (the amount of time you spend with the instructor). Not all courses cost the same. If enrolled in more than one (1) course all tuition and fees are combined together and paid using the total allotment of money from the sponsoring school. In the event a total tuition bill exceeds a total allotment of money, the remaining tuition balance will be billed to the student/family. If the total tuition bill does not exceed the total allotment of money from the sponsoring school, the student may be able to receive the remaining funds for textbooks at the ACC bookstore, depending on the high school. Extra funds may not be shared between students or rolled over to the next semester. All funds are maintained in a student account by the ACC billing office. If a student fails a course, then the student/parent is required to pay back the high school for the costs paid.

How is Dual Enrollment and Early College funded?

The programs are funded through the per pupil allowance provided by the State of Michigan under the Early College guidelines. Each district remits 97% of its per-pupil foundation allowance to the district for each student that attends Dual Enrollment or Early College. *Dual Enrollment and Early College students must have tuition and fees paid and be provided with required books and materials unless they have exceeded the 97%.*

Is transportation provided?

In both instances of Dual Enrollment and Early College, students must arrange for their own transportation. In some cases, courses are offered at high schools or designated off-campus sites to accommodate unique circumstances. The first college course of Alpena Early College, for example, is offered at the high school because students are typically not old enough to drive themselves. Thereafter, the expectation is that they will attend classes on the college campuses in Alpena or Oscoda.

Students will attend class on an Alpena Community College campus for all three years of each program.

Can students apply for financial aid?

College financial aid can only be used for admitted college students, not Dual Enrolled or Early College students. Be sure to apply for financial aid during the senior year of high school, or in the 13th year for Early College students in order to be prepared financially for the following academic year of college.

Are students eligible for ACC scholarships?

Neither Dual Enrollment nor Early College students are eligible for college scholarships, even during the 13th year of Early College since the costs are covered by the sponsoring school.

Can students receive tuition/fee support for college courses taken during the summer?

The language pertaining to both programs states that students may receive support for courses during the school district's regular academic year. However, many postsecondary institutions offer a spring term, which begins during a district's academic year and ends during the summer. If fifty percent (50%) or more of the college course/term falls within the local district's regular academic year (calendar), students must be allowed to enroll and receive tuition/fee support.

Time-Frame/Commitment?

What is the Time-Frame/Commitment for such programs?

Dual enrollment allows the student to work with less defined commitments, perhaps one (1) course at a time and just a few college courses before high school graduation. Dual Enrollment limits up to ten (10) courses while still in high school depending on when one starts. See graphic below:

Grade entering the program	Breakdown of number of classes allowed
Freshman	not more than two courses per year in 9th, 10th, and 11th grade, and not more than four courses in grade 12
Sophomore	not more than two courses in 10th grade, and not more than four courses in 11th and 12th grade
Junior	not more than six courses per year
Senior	not more than six courses per year

Early College is designed for each student's abilities and interests, but with expectations of completing an Associate's degree or accumulating significantly more credits than Dual Enrollment prescribes and by the end of a committed 13th year. The additional year commitment is firm if accepted to the program. Even without completing all sixty (60) credits of a credential, more credits may be accumulated than with Dual Enrollment. Early College is not intended to be a two (2)-year program. The foundation allowance from the State of Michigan pays for the college credits by providing funding from grades 11-13 in total.

Early College is not intended for students to use the program for one (1) or two (2) years because there are a limited number of seats available. The key to taking advantage of this opportunity (special status as an Early College) is to utilize the state foundation for public school students to purchase college credit and make good progress toward completion of an associate's or four (4) year degree within the three (3) year commitment of the Early College program.

What if a student is not doing well in a college course?

If a student struggles with a college course, they should reach out to their high school counselor and ACC Academic Advisor for help. Tutoring services are available free to all students for many courses offered at ACC. Students are always advised to visit the Student Success Center ACC to take advantage of available services.

What happens if the student changes his/her mind about taking a course?

After a course has started, students must follow their high school's drop-add timeline for college courses. This supersedes the college drop/withdrawal timelines. *Alpena Early College students are responsible for costs of a withdrawal (W) after the drop deadline unless there are extenuating circumstances like relocation from the district or a medical emergency.*

What happens if the student fails the course?

According to state law, if a student fails a college course in either program (Dual Enrollment and Early College), the student/parents must pay back the school district for the course.

What if the student wants to drop or withdraw from a course?

Students should consult with a parent, high school counselor and ACC Academic Advisor prior to dropping a course and follow established procedures of the college and high school. *Alpena Early College students need approval from the Program Manager to drop or add classes at any time.*

If a course is dropped prior to the end of the 100% refund period, the course will not appear on the transcript and the tuition is refundable. Otherwise, the course remains on the transcript with a record that is permanent. Please check the ACC schedule/calendar for exact deadlines.

A "withdrawal" is when a student drops out of a course after the 100% refund period. In such instance the grade for the course will be a "W", which will appear on the transcript. This will not affect the grade point average at ACC. Some universities, such as Michigan State University, consider a "W" as a 0.0, however, when factoring overall GPA. Also, be sure to check the high school's policy on how a "W" effects a high school grade point average and eligibility for participating in high school activities and programs. Students must talk with their high school counselor prior to withdrawing. If a student drops a course, the funds for that course will be pulled from the student account at ACC and students will not be charged tuition for that course. Please note that if the student had already used some of those funds to purchase textbooks, the student may receive a bill in the mail.

What happens if the student drops out in the 13th year of Early College?

A school district has the right to require re-payment for the costs of that student.

What is the Application Process?

How do students and parents find out about Dual Enrollment and Early College at ACC?

Opportunities, informational meetings, announcements are typically provided by participating local school districts through mailers sent to parents and students at home. School districts are required to send out a letter to all students by March 1 of each year.

All students wishing to participate in Dual Enrollment either apply online or via a paper application through their high school.

Early College students complete a more extensive application that includes a Teacher Recommendation Form, Parent and Student Agreements, ACC Application for Admission and a couple of brief essay questions.

Applications are submitted to the HS Counselor/Early College Director for determination.

When the student has been accepted to the program, the ACC Application is sent to the ACC Admissions Office for processing. Students not accepted in Early College can still participate in Dual Enrollment.

Students/parents can seek help in the process by contacting the ACC Admissions Office at 989-358-7339.

Students need to plan ahead. Most school districts have guidelines to follow. Students can always consult with ACC's Admissions Office for guidance. *Alpena Early College has an application period February-March and then a screening period in April that includes placement testing and personal parent/student interviews.* Early College programs at other school districts may have varying deadlines, so contact district for details.

A good rule of thumb is for students to have completed the registration process by July 1st for enrollment starting in the fall semester and during their district's winter break for enrollment starting in winter semester. From both the high school and ACC's perspective, it is very important that students do not wait until the last minute to consider, register, and enroll for Dual Enrollment courses. A student's ability to take and be successful in a college course may be impacted by late registration.

Will students/parents have an orientation?

After students have been notified that they will be part of the Dual Enrollment or Early College program, an orientation will be scheduled. There is an orientation required at ACC to help prepare students for success. *Alpena Early College has a program orientation at ACC and also requires students to attend the ACC orientation prior to attending courses on campus.*

When are applications due?

Applications are due to the local district's parent/student liaison (high school counselor). Please see application for specific due date. Applications must be received by the deadline listed in the packet. If they are being sent through the mail, they must be postmarked by the deadline listed in the packet. *Alpena Early College requires applications in the 2nd semester 10th grade in March annually.*

Basic Steps to Participate in Dual Enrollment/Early College

1. DISCUSS PLANS WITH PARENTS

It is important that students discuss their plans with parents and are on the same page about the future academic path.

2. MEET WITH HIGH SCHOOL COUNSELOR/PROGRAM COODINATOR-MANAGER

Discuss how Dual Enrollment/Early College works and course options that are in line with academic goals.

3. COMPLETE APPLICATION FORMS FOR DUAL ENROLLMENT OR EARLY COLLEGE PROGRAMS AND ADMISSION TO ACC

Dual Enrollment and Early College programs within various school districts may have varying deadlines, guidelines, and processes, so contact relevant district for details or contact the ACC Admissions Office at 989-358-7339 for more information.

Alpena Early College requires applications in the 2nd semester 10th grade in March annually. Alpena Early College processes students at the program orientation in June and again in fall each year. Alpena Early College has an application period February-March and then a screening period in April that includes placement testing and personal parent/student interviews.

Notification of acceptance to ACC and designated program will follow in a timely manner. Included in this communication will be instructions for activating ACC student e-mail – *Activation of ACC e-mail must occur prior to selecting classes.* ACC email is the primary method of communication with students. Be sure maintain contact with ACC e-mail for important communications.

4. ATTEND ORIENTATION(S)

Most high schools sponsoring Dual Enrollment or Early College programs hold an orientation of their own for participating students and their parents. Check with your high school for details when applying for either program.

ACC hosts an “ACC Orientation” to provide information and guidance about successfully navigating ACC and the college experience as a whole. This is required of all incoming first-semester ACC students upon admission and prior to registering for courses. Contact the Admissions Office at 989-358-7339 for scheduled dates.

Alpena Early College has a program orientation in June each year (and again in fall) at ACC and also requires students to attend the ACC Orientation prior to attending courses on campus.

5. SUBMIT OFFICIAL TRANSCRIPTS, TEST SCORES and COMPLETE ACCUPLACER PLACEMENT EXAM IF NECESSARY

While the sponsoring high school will help process this information, please ensure any official high school transcripts, and ACT/SAT scores are submitted to the ACC Admissions Office as soon as possible.

ACC requires that new students complete the ACCUPLACER Exam or have appropriate scores on the ACT/SAT. Please consult with participating high schools or contact the ACC Admissions Office at 989-358-7339 to verify qualifying scores.

6. REGISTER FOR COURSES

Work with a designated high school counselor, Program Coordinator/Manager, and assigned ACC Academic Advisor to discuss academic and career plans, appropriate program(s) of study, and course selection. It is mandatory that all incoming first-semester ACC students meet with their designated ACC Academic Advisor in order to register for courses. Regular consultation with an ACC Academic Advisor is highly advised to stay on task for successful completion of a program of study and/or transfer of credits. Schedules will likely need to be approved by supporting high school support staff for both Dual Enrollment and Early College programs. Consult with respective high schools or the ACC Admission Office for details. *Alpena Early College students need approval from the Program Manager to drop or add classes at any time.*

Do parents have to sign the forms?

Yes, unless the student is 18 or older and are willing to assume the responsibility for the payment. *Alpena Early College parents sign to enroll students, and then the Program Manager approves all course enrollments.*

What are privacy standards for Dual Enrollment and Early College, especially regarding parental involvement?

Signing the Dual Enrollment authorization form grants permission for the ACC Student Services Office to share grades, attendance, and account information with the student's high school and parents. Parents would need to provide the student's name and ACC ID number or birthdate and last four (4) digits of the social security number to gain access to this information.

ACC instructors are only permitted to discuss academic information with the student. Parents may not contact instructors requesting information about their student's performance in a class. *It is VERY important to hold the line on this! Students need to own their process.*

What happens after registering for classes?

Students will be able to view their schedule on WebAdvisor, which can be accessed with student ID/username and password/pin number (issued in acceptance letter).

Student should check course confirmation carefully to make sure there was no problem with the online registration. Note the dates of the course — they may differ from high school semester or the dates posted in the schedule. CHECK WITH A COUNSELOR ABOUT TEXTBOOKS. With permission from a counselor, textbooks may be purchased at the ACC Bookstore.

Do I have to turn in the same paperwork each semester?

Yes. Every semester of Dual Enrollment and Early College, students must turn in an Authorization Form signed by the high school principal. ACC has General Dual Enrollment and Early College Authorization Forms but some schools have created their own. This form lists registered classes for the student and gives authorization the school will be paying for the classes. No DE or EC student gets registered without that paperwork on file each semester unless they are paying for the class or classes themselves.

What support is available for high school students as they navigate the world of college?

Students in Dual Enrollment and Early College have access to high school counselors and ACC Advisors. Early College students also have access to an Early College Coordinator/Program Manager. *Alpena Early College (AEC) students are taught a full curriculum of soft skills/college readiness during their first semester in the program. They meet with the Program Manager at the same time and location on off days from SPE 121. AEC also includes wrap-around support and mentoring to help provide for academic or non-academic needs a student/family may be facing that would limit their ability to succeed.*

Academic Concerns?

When participating in a Dual Enrollment or an Early College program, the student is a college student just like any other student at ACC. Students will be held to the same standards and procedures as any ACC student, even if the course is being taught on a high school campus.

When a student makes the decision to become a Dual Enrollment or Early College student, they are deciding to commit to college academics. The grades received in courses will permanently reside on college transcripts and follow the student to all higher-level institutions of education in the future.

What are overall academic expectations?

ACC is accredited by the Higher Learning Commission (HLC) and therefore adheres to the following five (5) criteria as they relate to Dual Enrollment and Early College courses and programs:

- 1. Faculty credentials and qualifications, orientation and training (Criterion Three)**
The institution requires the same level of credentials and qualifications for faculty in dual credit courses or programs that it does for its regular higher-education courses. Additionally, faculty teaching in dual credit courses or programs should be appropriately trained with proper orientation for teaching at the higher education level.
- 2. Rigor of courses or programs and curricular standards (Criterion Four)**
The institution mandates the same level of rigor in dual credit courses or programs as it does for its regular higher-education courses or programs. Dual credit courses or programs meet the same curricular standards and undergo the same institutional approval processes as the institution's regular courses or programs.
- 3. Expectations for student learning and learning outcomes (Criterion Four)**
Expectations for student learning and learning outcomes in dual credit courses or programs are consistent with the same courses or programs that the institution offers at the higher-education level.
- 4. Access to learning resources (Criteria Three and Four)**
Students as well as faculty in dual credit courses or programs have the same level of access to learning resources (libraries, laboratories, databases, etc.) as the institution's students and faculty in the same higher-education courses or programs.
- 5. Institutional monitoring, oversight, and transparency (Criteria Two, Three, and Four)**
The institution, specifically its academic departments and disciplinary faculty, exercises proper monitoring and oversight of its dual credit activity to ensure that dual credit courses or programs meet higher education standards. Finally, the institution informs students clearly and accurately that the transferability of courses taken for dual credit (i.e., at a high school via a community college) to other institutions, including four-year institutions, is based on the receiving institution's policies and practices

References: Higher Learning Commission (April, 2014). Guidelines: Dual credit for institutions and peer reviewers. Retrieved September 16, 2017 from [Michigan Department of Education - Early College](#) and Michigan Department of Education (2017). Dual enrollment. Retrieved September 16, 2017 from [Michigan Department of Education - Dual Enrollment Website](#)

What academic skill levels are necessary for students?

Students are expected to learn how to work at a college level. The environment and program will require students to devote greater effort, more time on academics, and a greater commitment to learning than most other high school

students are asked to display. The academic programs of Dual Enrollment and Early College are rigorous. Teachers provide a great deal of support to help students succeed, but students need to do their part as well.

The standard ratio of work expected outside the classroom is one (1) to two (2) hours per credit hour. Students are expected to attend class and behave according to the ACC Student Handbook and its codes of conduct. Students should be committed to:

1. Attending all classes every day for the entire time
2. Actively participate
3. Asking questions in class
4. Preparing and submitting assignments in timely manner
5. Reading the textbook
6. Taking notes in class
7. Talking to instructor after class or during office hours
8. Functioning in a college environment
9. Acting appropriately in a professional/public environment (devoid of disruptive behavior)
10. Following the student code of conduct handbook
11. Completing all state and federal mandates (complete and update an Educational Development Plan, take the state assessment, etc.)
12. Maintain successful academic work in both high school and college courses

Remember that instructors want students to succeed and will do everything within their power to help. Students, too, must be willing to invest time and energy to be successful.

What types of courses will a student be taking as a high school student?

Courses will include required courses to complete the Michigan Merit Curriculum expected outcomes. As an 11th grader, students will be taking accelerated high school science, math, English, and social studies. In the 2nd and 3rd year of the program, students will take college courses related to a chosen program of study, interest, and aptitude with the help of a high school counselor, Early College Coordinator/Program Manager, or ACC Advisors where and when applicable.

If students prove proficiency and finish requirements of Michigan Merit Exam (MME) by 11th grade, can they take college courses right away?

Very few students finish MME requirements by the end of 10th grade. If they are in CHAMP and finish math requirements by then, they could certainly go into an ACC calculus class as an 11th grader. If the question means “finished MME requirements by the end of 11th grade” we’re hoping that all students do this and are taking college classes in their 2nd year of the program.

Will students follow a specific program?

Students must follow a specific academic program (intended major) based on guidance from high school counselors, ACC Academic Advisors and Early College Coordinator/Program Manager when applicable. In addition to the general education transfer programs, ACC is working with districts to provide tracks for Career Technical Education (CTE) programs such as welding, computer networking, and automotive technology, completion certificates and degrees, as well as for degrees intended to transfer towards a bachelor’s degree at 4-year universities.

Are courses specially tailored for high school students?

The idea of Dual Enrollment and Early College is that students learn how to function successfully in college coursework (providing first the targeted preparation, and then once launched, good support/guidance and a home base).

Early College students will be in regular ACC courses open to all ACC students. Class sizes are expected to have approximately 25-35 students. Ideally in any given ACC course, Dual Enrollment and Early College students will not exceed a class ratio mix of 25-50% Dual Enroll or Early College students relative to 75-50% general population ACC students. The objective is for students to begin transitioning from high school to the college environment. Students will be treated the same as any other college student.

Discussions, assignments and research requirements will be at the discretion of the college instructor and may include adult or controversial subjects. Topics discussed and some of the language used may be of an adult nature.

The student already takes Advanced Placement (AP) and honors course, s/he maintains a 4.0, and goes for all the extra credit opportunities. How similar are these courses going to be to these hard courses already taken?

ACC courses that are part of Dual Enrollment or Early College will be as challenging and demanding as the AP and honors classes taken in high school. Students will be placed in appropriate courses based on placement scores and programs of study so that they will be challenged and move through their college program at whatever pace they can handle.

Who are the teachers? (ACC instructors or high school teachers)

All college courses are taught by staff credentialed based on criteria of the Higher Learning Commission. ACC courses are taught by ACC instructors.

How much time will a student be expected to spend in a course?

If a student takes a three (3) contact hour course, the student will be in class for at least three (3) hours each week. Students should plan for about two (2) hours of class preparation for each hour in classes (a three [3] contact hour course will require about six [6] hours of additional study time per week). Students need to make sure to budget preparation time into busy schedules.

Will teachers have one-on-one time with students?

ACC Instructors hold office hours where students can request extra help as they do in their regular high schools.

What kind of support will be available for students?

Students will receive personal attention in either program (Dual Enrollment and Early College), but Early College is designed intentionally to help facilitate students in completion of a set college curriculum/degree. Mentors, counselors, and access to college support systems, including ACC Academic Advisors, are available. Early College also includes wrap-around support and mentoring to help provide for academic or non-academic needs a student/family may be facing that would limit their ability to succeed.

What about disabilities?

Any Dual Enrollment or Early College student desiring accommodations, must completed the following steps:

1. Apply to ACC

Apply for ACC's Disability Services in Office of Academic Affairs, Dean of Students.

2. Review documentation required and submit

This needs to be completed at least three (3) weeks before taking the placement test or beginning a course.

What common mistakes do students make?

1. Not attending class or quitting
2. Assuming that missing several classes due to high school obligations, like sporting events, is a valid excuse
3. Not turning in assignments on time
4. Not withdrawing from a class when necessary
5. Not reading the textbook because the instructor does not mention it during lectures
6. Not asking for help when they need it (remember, tutoring is free)

Will instructors have an attendance policy?

High school attendance policies and the college attendance policies are separate. Some college instructors may have strict attendance policies for their course and others may be more lenient. Check the course syllabus for the attendance policy of each course. There is a strong correlation between class attendance and grades. Lenient attendance policies can be dangerous; information presented in class is important and subject to examination affecting the final grade.

What about missing classes and assignments? Late assignments?

Check the course syllabus for the instructor's policy on missing classes. Contact the instructor to let him or her know that there is a conflict that will affect attendance. This is common courtesy and gives the student a chance to ask the instructor if and how an assignment may be made up. The instructor does not have to make any special accommodations for students who miss a class, so do not be surprised if no accommodations are made for a missed assignment or test. Students are making choices about time. Remember, everything affects permanent academic records. Do not be surprised if the course policy states, "No late assignments will be accepted." Regardless of reason for not turning in work on time, students cannot appeal this policy if clearly stated.

What about cheating/plagiarism?

Cheating and plagiarism of any kind are not tolerated at ACC. Violations of the student code of conduct will be referred to the Dean of Students and is grounds for disciplinary action including removal from classes and expulsion from the college. See the ACC Student Handbook for more details.

Do students follow the high school or ACC calendar and schedule? What is the first day of class? What about Spring Break?

ACC has two academic semesters in the traditional high school year; Fall Semester (August – December), and Spring Semester (January – May). Dual Enrollment and Early College do not take place over the summer term, but students can

enroll in summer classes on their own. In this case, the tuition and fees may not be paid by the high school and will be the responsibility of the student.

College courses will follow the ACC calendar and schedule. It is important to note that there will be differences in the start and end dates compared to high school calendars and schedules, as well as some vacation/holiday dates. The expectation is to follow the ACC dates for college courses. Penalties that may impact final grades for college classes missed should be expected.

What about snow days and class cancelations?

If taking a college course at a high school campus and that high school closes the building for whatever reason, the college class period(s) will be canceled for the duration of the high school closure. If the high school has an in-service or early release day when students are not attending, but the building is open, students are required to attend the college class period(s). If the college course is held outside a high school, students are required to attend all scheduled class periods regardless of the respective high school schedule.

If ACC has a snow day or the instructor cancels class, students are not required to attend class that day. In the event of any cancelation or missed class, always check for instructor instructions via email or classroom management systems (e.g., Blackboard).

Schedule?

Schedules may be arranged based on section offerings of college courses. Students will have more flexibility in their schedule when various options are available. Students need to work with a high school counselor and ACC Academic Advisor to build an appropriate schedule. The expectation is to follow the college schedule for college courses without interruptions. Penalties that may impact final grades for sessions missed should be expected.

Will students have to take night classes?

It is likely that students will need to take one (1) or more of their college classes outside the traditional high school day schedule, so students and families should be prepared for this.

How many courses will a student take?

A Dual Enrollment student can take up to a total of ten (10) courses based on the specifications below. The number of courses allowed per year depends on when the student begins taking college courses. These limits can be exceeded with written permission from your high school.

Grade entering the program	Breakdown of number of classes allowed
Freshman	not more than two courses per year in 9th, 10th, and 11th grade, and not more than four courses in grade 12
Sophomore	not more than two courses in 10th grade, and not more than four courses in 11th and 12th grade
Junior	not more than six courses per year
Senior	not more than six courses per year

Early College Framework (e.g., Alpena Early College)

All student curriculums are a personalized hybrid of a chosen Alpena Community College (ACC) program of study and their Alpena High School (AHS) graduation requirements.

11th Grade (3-6 college credits total/maximum)

- 1st semester - all students are enrolled in SPE 123 on Monday, Wednesday, and Friday at AHS with an ACC instructor and the standard ACC course curriculum.
- 1st semester - all students attend "Ready U" on Tuesday and Thursday.
 - They learn about what to expect ahead, what resources are available at ACC, college terminology, planning, study skills and how to navigate the college going process as well as prepare for future career success.
- 2nd semester - students that have had success in both college and high school course work and display the requisite maturity and academic talent may take an additional 1-2 college courses.
 - Due to scheduling, transportation, work, sports and other limitations, the majority of students remain at AHS for this semester.

12th Grade (possible 12-24 college credits)

- Typically students will take between 6-12 college credits per semester depending on their academic standing and personal preferences.
 - Students must take a minimum of one high school course either in person or online at Alpena High School.
 - They must qualify as a full time student when counting their course loads at both college and high school.
 - State of Michigan counts only credit hours as opposed to contact hours. This has been mitigated by the new accounting rules that allow APS to recover funds for students who go beyond the combined full time status.

13th Year (possible 24+ college credits)

- Students must be full time college students taking 12+ college credits or have a reduced schedule waiver.
 - No AHS courses are required.
 - Students must pass an approved math or math related course to complete their final Michigan Merit Curriculum graduation requirement.
- Students receive their high school diploma in May of their 13th year.
- Students also receive any degree or certificate from ACC that they have completed.

How does an early college student meet the legal requirement to be considered full time? (MDE only counts college credits not contact hours)

3 college credits + 5 high school class hours = full time

4-5 college credits + 4 high school class hours = full time

6-7 credits + 3 high school class hours = full time

8 credits + 2 high school class hours = full time

9-11 credits + 1 high school class hour = full time

12+ credits

- 12th grade at least one AHS course per semester is required
- 13th year 12+ credits per semester are required with no high school required

What is considered as a full-time equated high school student?

One of the following must be met:

1. The combined number of classes that the pupil is enrolled in and attending at the high school and at an eligible postsecondary institution equals the number of scheduled classes per day at the high school necessary to reach the minimum required hours for a full-time pupil. Actual hours of instruction do not need to be calculated.
2. The combined number of classes that the pupil is enrolled in and attending at the high school and at an eligible postsecondary institution equals the number of scheduled classes per day at the high school necessary to meet the minimum instructional time requirements of a reduced schedule. Actual hours of instruction do not need to be calculated.
3. The sum of the actual instructional hours a pupil is enrolled in and attending at the high school and at an eligible postsecondary institution plus the actual travel time meet the minimum number of hours required to meet a reduced schedule. The pupil shall meet the college's definition of a full-time college student – 12 credits at ACC.

It is important to note that Michigan Department of Education counts credits not contact hours in determining full time status but will allow a waiver due to seat time from labs.

How many college credits can a student earn?

The State of Michigan has a set number of Dual Enrollment courses (not credits). A student cannot take more than ten (10) courses throughout his/her high school career, when paid for by the school district. Course credit value may vary. There also are yearly limits on how many courses a student may take. However, this number is impacted by what year the high-school student is in and by how many classes a student already has taken. See graphic below:

Grade entering the program	Breakdown of number of classes allowed
Freshman	not more than two courses per year in 9th, 10th, and 11th grade, and not more than four courses in grade 12
Sophomore	not more than two courses in 10th grade, and not more than four courses in 11th and 12th grade
Junior	not more than six courses per year
Senior	not more than six courses per year

For Early College, the number of credits a student can earn depends on several factors. Students are expected to earn at least fifteen (15) credits, but it is possible to earn up to sixty (60) transferable college credits, earning up to an associate degree or certificate. Early College students can exceed sixty (60) credits to reach completion of programs with more than sixty (60) credits required; that is due to a required course pushing the credit count to 61-63 credits or by including Advanced Placement (AP) credits which do not count against the sixty (60) credits.

What is the average number of credits earned?

There is not a state-wide average. However the objective is to see students achieve forty-five (45) credits or more with the goal of earning an associate's degree if possible. If a student comes up short of such goals, ACC provides reverse transfer to get students the degree. *Alpena Early College has averaged fifty (50) credits per student across three (3) graduating cohorts as of 2019.*

How are credits applied and who decides what type of credit a student receives for postsecondary enrollment?

College credit is applied for college credit completed. No choice by the student is necessary.

What if the section (preferred time and day) of the course is full when attempting to register?

The student will have to select a different section of the same course, if available, or another course. Students must check with a high school counselor first to make sure that the alternative course meets their approval. A revised Dual Enrollment Form must be submitted to ACC if the student chooses a different course. Meeting with an ACC Academic Advisor may help to stay on track for completion of program and determine transferability.

Will student get a college grade?

Yes. Registering for an academic course means the student will receive a grade and have a college transcript. A transcript is a permanent record of courses attempted and completed. Any courses that enrolled in after the drop date for a 100% refund will appear on your college transcript along with the grade earned. These are permanent and cannot be removed or changed.

How does the college course appear on the high-school and college transcripts? Will the college grade affect the high school grade point average?

At the discretion of each district, in most districts, the course appears on a transcript for the year in which it is taken, with a notation indicating that it is a Dual Enrollment course. In many high schools, the grades earned in Dual Enrollment courses appear on the high school transcript the same as other grades. When applying to a college after ACC, the student is responsible for arranging his/her official transcripts to be sent to the transfer institution. It is important to keep track of total credits accumulated and prepare an audit with the ACC Registrar's Office upon completion of degree requirements in order for a degree to be issued.

Alpena Early College issues Credit or No Credit on the Alpena High School (AHS) transcript, and the grade is not calculated in AHS GPA.

Staying at ACC to complete degree/certificate?

If enrolling in courses as a traditional ACC student after graduation from high school, students do not need to re-apply. Students simply need to fill out a change of program form in the Student Services Office. Contact ACC's Admissions Office for assistance with this transition.

Will these college credits be valid credits for all four-year colleges?

The Michigan Transfer Agreement (MTA) is designed to facilitate transfer from one institution to another. The thirty (30) credit hours of lower-level general education from the sending institution will be accepted as a block of thirty (30) credit hours by the receiving institution. Students may complete the MTA as part of an associate degree or as a stand-alone package. Michigan Transfer Agreement: [Michigan Transfer Agreement Website](#)

Students planning on transferring to a four-year institution should be aware that universities and colleges differ widely in the courses they accept for transfer. In order to achieve maximum transferability of course work, students should consult with an ACC Academic Advisor throughout the duration of their studies at ACC.

Students are also encouraged to contact the Admissions Office at the transfer institution of interest. It is the student's responsibility when transferring from ACC to be aware of the transfer institution's policies and program requirements.

If students wish to transfer credits to another college or university, they will need to request an official copy of transcripts be sent to that institution. The key to a successful transfer is to know where a student will transfer, degree goal, and what that college suggests taking at ACC. Please work directly with the future institution to make sure the courses taken through Dual Enrollment and Early College not only transfer, but are relevant and helpful toward long-term goals. ACC Academic Advisors, Councilors, and Early College Coordinator/Program Manager help keep students on track. The majority of classes transfer without issue. This is particularly so if the student has graduated from ACC first and completed the Michigan Transfer Agreement (MTA), earning C or better grades in all of his/her courses. Though rare, complications can arise when students later change majors and/or transfer out of state. Often the student will need to work with the institution to which s/he is transferring. Knowing ahead of time a student's major and to where s/he wants to transfer can help ensure that the course will be accepted as something appropriate for the student's major at the transfer institution. Parents and guidance counselors also can consult the Michigan Transfer Network at [Michigan Transfer Agreement Website](#)

The key to a successful transfer is to know where a student will transfer, degree goal, and what that transfer college/university equivalencies are at ACC. Generally, a course will transfer if:

1. The college/university is accredited
2. The course taken is above 100 level
3. The course was passed with a "C" or better
4. There is an equivalent course at that university

To check specific course equivalencies, talk to an ACC Academic Advisor. Students may find equivalencies for the college of choice at [Michigan Transfer Agreement Website](#). Students can access most colleges in Michigan and compare the transferability of the courses. Students may also request a meeting with an ACC Academic Advisor or Early College Coordinator/Program Manager.

Recommended Dual Enrollment and Early College Programs of Study (see attachment)

Associate of Arts program

Associate of Science program

Misc. FAQ

Can home schooled or private school students apply?

Financial support for this program comes from the state student funding allowance. Because of this funding stream, this program is for public school students. Home schooled or private school students would have to enroll in a public school in order to apply. The parent signs off as the counselor and/or principal, and the "High School" line on the Dual Enrollment Form is filled out as "Home Schooled." *Alpena Public School home school partnership students are eligible for Alpena Early College. Contact relevant district for potential eligibility.*

Can students from other counties participate?

Right now such programs are for students enrolled in prescribed schools districts. *Alpena Public Schools (APS) has open enrollment, students can enroll in APS from surrounding districts in order to take part. They must be enrolled in 10th grade.*

Do Early College students graduate with their senior class? How does being in Early College affect graduation for high school? How does it affect being Valedictorian?

Yes! Students participate in their senior year activities and 12th grade commencement along with their class. However, their diploma is given when they complete one final high school class in 13th grade. Being an Early College student means the high school diploma is awarded when the Early College program is completed (Early College program completion requirements were noted on the literature sent with the award letter). The sending district will have the latitude to permit students to walk with their peers at graduation. The Valedictorian question is better answered by the relevant district. They would have to think this through based on how they currently sort/select/rank etc. *Alpena Early College seniors walk at graduation and participate in all activities, honors and awards with their 12th grade class. They receive diplomas at the end of 13th year.*

Will students graduate with a high school diploma or a diploma from ACC?

Students will have an official transcript from their high school, Early College and from ACC.

Will this have an impact on the graduation rate at the local school district level?

It will not have an impact on graduation rates as long as students complete the program in three (3) or four (4) years.

Does the Early College program follow the Michigan Merit Curriculum (MMC)?

Yes! Students complete all the requirements established by their school district (e.g., Alpena Public Schools) to meet the requirements of the MMC.

Who administers the Michigan Merit Exam (MME)?

Testing is anticipated in the second year of each student's program.

Do students still take the SAT?

Yes, the SAT is embedded in the Michigan Merit Exam.

Will students have access to facilities like the library, gym?

Students will receive an ACC ID card that will provide them access to the library, gym and the parking immediately.

Can students play high school sports?

Yes! Students may participate in high school sports through their 12th grade year subject to the same eligibility requirements as all other students. However, the student's schedule would have to accommodate participation in these activities and parents must arrange student transportation.

Once a student begins the 9th grade, they are allowed eight (8) semesters of enrollment to be eligible for sports. Students who have graduated from high school are not eligible for sports. Students who have enough credits to graduate may continue to play sports provided they are still taking the minimum number of academic classes (66% of full credit load potential for a full time student) and have not yet received their diplomas. The 7th and 8th semesters must be consecutive – no breaks in enrollment. To participate in MHSAA (Michigan High School Athletic Association) tournament sponsored sports, a student must be under 19 years of age on September 1 of a current school year.

Will students still be able to participate in activities at their home school? Examples: Spanish Club, robotics, National Honor Society, etc.

For the two (2) years the student's peers are in 11th and 12th grade – the student could participate in the sending district extra-curricular activities providing s/he is able to honor and keep up with his/her ACC academic schedule (that's the first priority). In the third year, or as soon as the student has zero high school classes to complete, s/he will have access to the extra-curricular activities at ACC (there are many options).

May Early College students participate in ACC athletics, arts and events?

Early College students in their 13th grade cannot play any sports at ACC as the NJCAA requires them to be high school graduates having received a high school diploma. 13th Grade Early College students can participate in all other clubs/activities for which they may be eligible.

While academics come first, can students participate in National and Junior Olympics. Can this affect any NJCAA guidelines?

Please check with NJCAA about sports guidelines.

Will students continue to get free and reduced lunch?

Consult with school district for specific benefits. *Qualifying students in Alpena Public Schools can have access to meals at Alpena High School or request carry out meals to take with them to ACC.*

Will parents get a credit on taxes too?

Please consult your tax advisor for tax questions. Because the tuition is not being paid by the student/parent, they can claim only the cost of expenses they paid. The annual tax statement from ACC shows the amount if any of their contribution.

Can a student take courses at ACC, even if the school district will not pay for them?

Yes. Students must meet the same enrollment and payment criteria as any ACC student. It is advisable for students to meet with a high school counselor to discuss this option.

Why should a student consider college enrollment if the high school will not pay for the course?

The student will be getting a head start by taking college courses now. They may then continue a degree at ACC or transfer courses to a four-year college or university. Student and families will also realize significant financial savings. The tuition at ACC is substantially less than the cost of most state universities. Students will also find smaller class sizes and a friendly atmosphere to help meet educational goals.

Contacts

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