



May, 2020

Dear Parents, Guardians, Caregivers:

Effective April 1, 1996, Public Act 160 and Public Act 258 of 2000, created the Postsecondary Enrollment Options Act, commonly referred to as dual enrollment. This law directs school districts to assist students in paying tuition and fees for courses at Michigan public or private colleges or universities. The following are some of the eligibility guidelines/standards:

1. Students in grades 9 through 12 (not enrolled in an Early/Middle College) may take up to ten approved post-secondary courses over the course of their high school career.
2. 388.155 Rule 5 (2) The acts do not prohibit a district from supporting any pupil regardless of eligibility under these acts. A district may elect to support college level courses or career preparation courses for any pupil if it is in the best interest of the pupil.
3. Students must be enrolled in both the eligible school (public or private) and eligible postsecondary institution during the local school's regular academic year and must be enrolled in at least one high school class.
4. The college courses cannot be a hobby, craft, or recreation course, or in the subject areas of physical education, theology, divinity, or religious education.
5. School districts are required to pay an amount equal to the prorated percentage of the statewide pupil-weighted average foundation allowance, based on the proportion of the school year that the eligible student attends the eligible postsecondary institution. Eligible charges include tuition and mandatory course fees, material fees, and registration fees required by an eligible institution for enrollment in the course.

This letter is to inform you that Dual Enrollment classes at Wayne County Community College-Northwest Campus and University of Detroit-Mercy are available to students in grades 9-12.

Please note that a submitted application does not guarantee acceptance into the dual enrollment program. Listed below are the requirements and commitments for these programs:

### **Tuition**

The tuition for the college classes has been paid for by Cornerstone. All textbooks, lab books, lab coats & goggles have also been purchased by Cornerstone. These items must be turned in at the end of each semester.

### **Conditions for Financial Reimbursement**

Cornerstone may seek reimbursement from the student/parent for the cost associated with college tuition, books, and fees if:

1. The student is dropped from the dual enrollment program due to academic or behavioral issues, as determined by the administration,



2. If the student receives a grade less than a C or is dropped by a professor for attendance, grades, etc.,
3. If a student voluntarily drops out of the program at any point,
4. Withdraws from Cornerstone Schools, or
5. If the student loses their textbooks, they are required to reimburse the school \$100/per book.

**Under any of the above conditions, tuition and fees will be the responsibility of the student/parent/guardian.**

### **Transportation**

Students in the program will be responsible for their own transportation to and from class.

### **Attendance Policy**

Regular attendance and active participation in classes are essential in the learning process. Students are expected to attend all class sessions beginning with and including the first class session. Students attending classes at the post-secondary institution will be required to comply with the existing attendance policy requirements. Unexcused or excessive absences may result in administrative withdrawal from a class. Tardiness and absences are not tolerated.

Students should notify their post-secondary institution professor and their counselor if they are going to be absent from class. Students must provide a valid excuse for any absences and provide an official and documented excuse.

If school is canceled or not in session at Cornerstone, students are still required to attend class at the post-secondary institution unless otherwise communicated by the professor or their counselor.

During Spring Break, if the post-secondary institution is still in session, students are required to attend class unless their professor gives them permission to miss it.

### **Transcripts**

Students who complete the class with a C or higher will receive 1.5 elective credits on their high school transcript, or depending on the course, credit toward their Michigan Merit Curriculum graduation requirements. For an official college transcript, students must go to the office of records and registration at the post-secondary institution to obtain one.

Should you have any additional questions about dual enrollment opportunities or would like to further discuss the opportunity, you should contact your counselor.

CHTHS - Carlotta Prince, [carlotta.prince@cornerstonecharters.org](mailto:carlotta.prince@cornerstonecharters.org)

LKA - LeJuana Arrington, [lejuana.arrington@cornerstonecharters.org](mailto:lejuana.arrington@cornerstonecharters.org)