

STATEWIDE DUAL CREDIT MASTER AGREEMENT

September 2010

NEW MEXICO SECONDARY AND POSTSECONDARY DUAL CREDIT PROGRAM

MEMORANDUM OF AGREEMENT

Between Doña Ana Community College (POSTSECONDARY INSTITUTION)

and Gadsden Independent School District (LEA)

<p>Note: SB 943 (Laws 2007, Chapter 227) creates a dual credit program in state statute. Postsecondary institutions and Local Education Agencies (LEAs) must refer to 6.30.7 New Mexico Administrative Code (NMAC) for rules regarding dual credit program implementation.</p>

TERMS OF AGREEMENT

PART 1 – GENERAL PROVISIONS OF AGREEMENT

A. SCOPE

Dual credit shall be provided in accordance with the terms and conditions of this uniform Master Agreement (*hereafter* Agreement), which supersedes all previous agreements, versions and addenda. This Agreement applies to local education agencies (public school districts, locally chartered and state chartered charter schools, state-supported schools, and bureau of Indian education-funded high schools) (*hereafter* LEA), high school students who attend secondary schools, and public postsecondary institutions in New Mexico including tribal colleges (*hereafter* Postsecondary Institution). The LEA may complete agreements with multiple postsecondary institutions. The Postsecondary Institution may complete agreements with multiple LEAs.

B. DEFINITION OF DUAL CREDIT PROGRAM

“Dual credit program” means a program that allows high school students to enroll in college-level courses offered by a POSTSECONDARY INSTITUTION that may be academic or career technical but not remedial or developmental, and simultaneously to earn credit toward high school graduation and a postsecondary degree or certificate.

C. AUTHORIZATION

Dual Credit Programs are authorized by Sections 21-1-1.2, 21-1B-3, 21-13-19 and 22-13-1.4 NMSA 1978 and 6.30.7 NMAC.

D. PURPOSES

The primary purposes of a dual credit program are to increase the educational options and opportunities for high school students and increase the overall quality of instruction and learning available through secondary schools. Fundamentally, dual credit programs allow students to earn credit at the secondary and postsecondary levels simultaneously. The programs may also encourage more students to consider academic or career technical higher education, especially students from underrepresented groups. Research indicates that dual credit programs can lead to better completion rates for both high school and college; reduce the need for remediation; shorten time to a diploma or degree completion; reduce the cost of higher education; reinforce the concept of life-long learning through an educational continuum; provide an alternative for students tempted to leave high school to enter the workforce; and, especially when offered through distance learning, provide equal access to higher education opportunities to students, whether rural or urban.

I. E. ELIGIBILITY AND APPROVAL

The following general eligibility and approval requirements shall apply to all Agreements. The Agreement specifies the means by which the state will provide equal opportunities to all high school

students who wish to participate in the dual credit program. The Agreement: 1) specifies eligible courses, academic quality of dual credit courses, student eligibility, course approval, course requirements, required content of the form, state reporting, liabilities of parties, and student appeals; and 2) states the roles, responsibilities, and liabilities of the LEA, the postsecondary institution, student, and the student's family.

1. Eligible Courses

College courses that are academic or career technical and that simultaneously earn credit toward high school graduation and a postsecondary degree or certificate shall be eligible for dual credit. Remedial, developmental and physical education activity courses are not eligible for dual credit. Dual credit courses may be taken as elective or core course (except physical education activity course) high school credits. Core course means a course required for high school graduation as defined in 22-13-1.1 NMSA.

The LEA in collaboration with the POSTSECONDARY INSTITUTION shall determine a list of academic and career technical courses eligible for dual credit for inclusion into the appendix. The appendix shall indicate the name of the postsecondary institution, the name of the LEA, the date, course subject and number, course title, location of course delivery and semester offered. The LEA shall submit the appendix electronically to NMHED and PED when the Master Agreement is signed and at the end of each semester prior to its application for which the appendix is modified.

Dual credit courses may be offered at LEAs, POSTSECONDARY INSTITUTIONS, and off-campus centers as determined by the LEA in collaboration with the POSTSECONDARY INSTITUTION offering the courses. Dual credit courses may be delivered during or outside of LEA hours.

The POSTSECONDARY INSTITUTION may offer dual credit courses via distance learning (online, hybrid, correspondence, Cyber Academy [IDEAL-NM]) in accordance with 6.30.7.8 NMAC as this option becomes available and cost-effective. All dual credit course rules apply (6.30.7 NMAC). The LEA and POSTSECONDARY INSTITUTION participating in the Cyber Academy shall be subject to applicable rules pertaining to distance learning (6.30.8 NMAC).

2. Academic Quality of Dual Credit Courses

College courses eligible for dual credit shall meet the rigor for POSTSECONDARY INSTITUTION credit and be congruent with the POSTSECONDARY INSTITUTION's normal offerings. Classes offered in LEA settings shall conform to the POSTSECONDARY INSTITUTION's academic standards. Faculty for all dual credit courses shall be approved by the POSTSECONDARY INSTITUTION.

Dual credit courses must meet the public education department standards and benchmarks. Dual credit courses that are part of the general education common core for postsecondary institutions are eligible for transfer among New Mexico postsecondary institutions pursuant to Subsection D of 21-1B-3 NMSA 1978. Credit is eligible for transfer from one public postsecondary institution to another and is applied toward requirements for postsecondary graduation and receipt of a degree.

3. Student Eligibility

The LEA and POSTSECONDARY INSTITUTION shall qualify and advise candidates for dual credit from the pool of eligible high school students. A candidate for dual credit is eligible for consideration for fall, winter and summer semesters if he or she:

1. is enrolled during the fall and winter in a LEA in one-half or more of the minimum course requirements approved by PED for public school students under its jurisdiction or by being in physical attendance at a bureau of Indian education-funded high school at least three documented contact hours per day pursuant to 25 CFR 39.211(c);

2. obtains permission from the LEA representative (in consultation with the student's individualized education program team, as needed), the student's parent or guardian if the student is under 18 years old, and POSTSECONDARY INSTITUTION representative prior to enrolling in a dual credit course; and
3. meets POSTSECONDARY INSTITUTION requirements to enroll as a dual credit student.

4. Course Approval

Approval for dual credit shall be by the LEA and POSTSECONDARY INSTITUTION representatives on a course-by-course basis each semester based on the student's prior coursework, career pathway, and/or academic readiness. There is no state limit to the number of credits a student may earn through dual credit in an academic term; however, the student must meet eligibility requirements.

5. Course Requirements

The course requirements for high school students enrolled in dual credit courses shall be the same as those of regular college students. Course requirement information shall include the course prerequisites, course content, grading policy, attendance requirements, course completion requirements, performance standards, and other related course information.

6. Eligible Semesters

Eligible students may enroll in dual credit courses year-round.

7. Course Transcribing Ratios

Unless otherwise approved by the cabinet secretaries of higher education and public education departments, successful completion of three credit hours of postsecondary instruction shall result in the awarding of one high school unit for said completed postsecondary course. If the LEA and POSTSECONDARY INSTITUTION determine that a different ratio is warranted for a particular dual credit course comparable to LEA core courses in order to meet PED standards and benchmarks, they may appeal to the Council, which may recommend a different ratio to the cabinet secretaries. The joint decision of the cabinet secretaries shall be final.

8. Required Content of Dual Credit Request Form

Each semester, the Dual Credit Request Form (hereafter Form) shall be used to document each student request for enrollment in dual credit courses and the review and approval process within the LEA and POSTSECONDARY INSTITUTION. LEAs and POSTSECONDARY INSTITUTIONS shall provide the form to eligible students and appropriate LEA staff online and in hard copy. The form appears at the end of this Agreement. 6.30.7.12 NMAC specifies Form content.

9. State Reporting

The LEA and POSTSECONDARY INSTITUTION shall retain educational records in accordance with New Mexico or Federal statutes and record retention regulations as per 1.20.2 NMAC and 1.20.3 NMAC, or 25 CFR, Part 43, as applicable. NMHED and PED shall verify and reconcile the respective dual credit records at the end of each academic year. Students enrolled in dual credit courses shall be classified as such and reported to NMHED and PED as per 6.30.7.12 NMAC.

10. Liabilities of Parties

Dual credit status shall neither enhance nor diminish on-campus liabilities for the LEA or POSTSECONDARY INSTITUTION. Management of risk and liabilities shall be in accordance with the LEA and POSTSECONDARY INSTITUTION policies and codes of conduct.

Personal liabilities for the student shall be equal to those of POSTSECONDARY INSTITUTION students.

11. Appeals Each STUDENT, LEA, and POSTSECONDARY INSTITUTION has the right to appeal decisions concerning the dual credit program.

The LEA and POSTSECONDARY INSTITUTION shall have a student appeals process pertaining to student enrollment in dual credit programs. LEA and POSTSECONDARY INSTITUTION decisions are final.

The Dual Credit Council (Council) shall administer an appeals process for LEA and POSTSECONDARY INSTITUTION representatives to address issues outside the scope of the Agreement, including the determination of alignment of course content to determine the appropriate credit ratio. The Council is an advisory group consisting of NMHED and PED staff that issues recommendations to the cabinet secretaries. The cabinet secretaries shall act jointly upon Council recommendations; their joint decisions shall be final.

PART 2 – SPECIFIC PROVISIONS OF AGREEMENT

The following provisions outline the specific responsibilities and duties that apply to the POSTSECONDARY INSTITUTION, SECONDARY SCHOOL, and STUDENTS participating in the dual credit program to ensure adequate participation by each party.

A. RESPONSIBILITIES AND DUTIES OF THE POSTSECONDARY INSTITUTION

1. Admission and Enrollment of Students

The POSTSECONDARY INSTITUTION shall:

1. designate a representative to review and sign the completed Form with the understanding that only a form endorsed by all parties shall constitute a dual credit approval request;
2. determine, in collaboration with the LEA, the required academic standing of each student eligible to participate in the dual credit program.
3. collaborate with the LEA to reach agreement on admission and registration of eligible dual credit students for the stated semester;
4. employ a method of qualifying the student for dual credit that demonstrates that the student has the appropriate skills and maturity to benefit from the instruction requested;
5. provide advisement to review the appropriateness of each student's enrollment in a course prior to registration in terms of academic readiness, age requirements, and programmatic issues;
6. provide the Form to eligible students and appropriate LEA staff online and in hard copy;
7. approve the Form each semester based on each student's prior coursework, career pathway, and/or academic readiness;
8. provide a copy of each approved Form to the appropriate LEA representative;
9. provide course placement evaluation services and consider a high school college readiness assessment to verify a student's academic skill level and to ensure compliance with course prerequisites;
10. provide information and orientation, in collaboration with the LEA, to the student and parent or guardian regarding the responsibilities of dual credit enrollment including academic rigor, time commitments, and behavioral expectations associated with taking POSTSECONDARY INSTITUTION courses and the importance of satisfactorily completing the POSTSECONDARY INSTITUTION credits attempted in order for dual credit to be awarded;

11. inform students of course requirement information, which includes course content, grading policy, attendance requirements, course completion requirements, performance standards, and other related course information; and
12. advise parents of federal Family Educational Rights and Privacy Act (FERPA) rules.

2. Responsibility for Funding Dual Credit

The POSTSECONDARY INSTITUTION shall:

1. waive all general fees for dual credit courses;
2. waive tuition for high school students taking dual credit courses; and
3. make every effort to adopt textbooks for at least three years.

3. Reporting of Student Records

The POSTSECONDARY INSTITUTION shall:

1. provide the LEA, within the first thirty days of the academic term, access to each student's official schedule of classes as verification of registration. The LEA shall notify the POSTSECONDARY INSTITUTION if the report is in conflict with the school endorsed registration;
2. track progress of dual credit enrolled students on the issue of academic performance and provide reports, as needed, to the LEA;
3. retain the official transcript or grade report of the dual credit student that records the term of enrollment, courses/credits attempted, courses/credits completed, grades and grade point average earned;
4. release, at the request of the student, official POSTSECONDARY INSTITUTION transcripts in accordance with the POSTSECONDARY INSTITUTION transcript request practices; and
5. provide final grades to the LEA for each dual credit student;
6. deliver final grades for all dual credit students to the LEA with sufficient time to be included with final grades; this schedule shall be defined by the parties in the agreement and shall address the time frame appropriate for determining student graduation from high school; and
7. comply with data collection and reporting provisions in 6.30.7.12 NMAC.

B. RESPONSIBILITIES AND DUTIES OF THE LEA

1. Admission and Enrollment of Students

The LEA shall:

1. designate a representative to collaborate with the POSTSECONDARY INSTITUTION to reach agreement on admission and registration of eligible dual credit students for the stated semester;
2. determine, in collaboration with the POSTSECONDARY INSTITUTION, the required academic standing for students eligible to participate in the dual credit program;
3. collaborate with the POSTSECONDARY INSTITUTION to reach agreement on admission and registration of eligible dual credit students for the stated semester;
4. employ a method of qualifying the student for dual credit based on factors which may include academic performance review, use of Next Step Plan, assessments, advisement and career guidance, and therefore recommend enrollment at the POSTSECONDARY INSTITUTION with evidence that the student has the appropriate skills and maturity to benefit from the instruction requested;
5. provide information and orientation to students about opportunities to participate in dual credit programs during student advisement, academic support, and, where applicable, formulation of annual Next Step Plans;
6. provide the Form to eligible STUDENTS and appropriate LEA staff online and in hard copy;

7. approve the Form each semester based on each student's prior coursework, career pathway, and/or academic readiness;
8. provide information and orientation, in collaboration with the POSTSECONDARY INSTITUTION, to the STUDENT and STUDENT's family regarding the responsibilities of dual credit enrollment, including academic rigor, time commitments, and behavioral expectations associated with taking college courses and the importance of satisfactorily completing the college credits attempted in order for dual credit to be awarded and lottery scholarship eligibility to be maintained;
9. inform students of course requirement information which includes course content, grading policy, attendance requirements, course completion requirements, performance standards, and other related course information;
10. notify the POSTSECONDARY INSTITUTION if the student's official schedule of classes is in conflict with the school endorsed registration;
11. provide appropriate accommodations and services for special education students while the students are enrolled in dual credit classes, including academic adjustments and auxiliary aids and services for eligible students across educational activities and settings (e.g. equipping school computers with screen-reading, voice recognition or other adaptive hardware or software and providing note-takers, recording devices, or sign language interpreters, or other adaptation as required by law);
12. inform students in need of accommodations or other arrangements of the need to speak directly with the disabilities coordinator at the POSTSECONDARY INSTITUTION;
13. work collaboratively with the POSTSECONDARY INSTITUTION to submit a student's request for change in registration according to POSTSECONDARY INSTITUTION policies and within officially published deadlines (e.g. add, drop, withdrawal); and
14. make it clear to students that if they fail or withdraw from dual credit classes that they were intending to use to substitute for a high school requirement that they will have to make up those credits in order to graduate. The dual credit course grade will appear on the student high school transcript.

2. Responsibility for Funding Dual Credit

The LEA shall:

Pay the cost of the required textbooks and other course supplies for the postsecondary course the dual credit student is enrolled in through purchase arrangements with the bookstore at the POSTSECONDARY INSTITUTION or other cost-efficient methods.

3. Dual Credit Courses Offered at High School

Upon the agreement of the LEA and the POSTSECONDARY INSTITUTION, courses may be offered at high school sites. In these instances, courses shall follow established LEA site time blocks.

4. Reporting of Student Records

The LEA shall:

1. furnish an official high school transcript to the POSTSECONDARY INSTITUTION if required by the POSTSECONDARY INSTITUTION;
2. record, unchanged, the grade given to the dual credit student by the POSTSECONDARY INSTITUTION on each student high school transcript;
3. retain educational records in accordance with New Mexico and Federal statutes and record retention regulations as per 1.20.2 NMAC or 25 CFR, Part 43, as applicable; and
4. comply with data collection and reporting provisions in 6.30.7.12 NMAC.

C. RESPONSIBILITIES AND DUTIES OF STUDENTS AND PARENTS

1. Admission and Enrollment of Students

For a student to be accepted and enrolled into a dual credit program, the STUDENT shall:

1. discuss potential dual credit courses with the appropriate LEA and POSTSECONDARY INSTITUTION staff, including POSTSECONDARY INSTITUTION admission and registration requirements, course requirements, credits to be attempted, credits to be awarded, scheduling under dual credit, and implications for failure to successfully complete the course;
2. obtain course requirements for each course, including course prerequisites, course content, grading policy, attendance requirements, course completion requirements, performance standards, and other related course information;
3. meet the prerequisites and requirements of the course(s) to be taken;
4. complete the Form available online or in hard copy from the LEA or POSTSECONDARY INSTITUTION;
5. obtain approval for enrolling in the dual credit program each semester by acquiring all necessary signatures on the Form;
6. register for courses during the POSTSECONDARY INSTITUTION standard registration periods (*Note: enrollments shall not be permitted after the close of posted late registration*);
7. discuss any request for a change in registration (add, drop, withdrawal) and complete all necessary forms and procedures with appropriate LEA and POSTSECONDARY INSTITUTION staff; and
8. comply with the POSTSECONDARY INSTITUTION and LEA student code of conduct and other institutional policies.

2. Rights and Privileges of Student

The right and privileges of STUDENTS participating in Dual Credit include:

1. the rights and privileges equal to those extended to LEA and POSTSECONDARY INSTITUTION students, unless otherwise excluded by any section of this Agreement;
2. the use of the POSTSECONDARY INSTITUTION library, course-related labs and other instructional facilities, use of the POSTSECONDARY INSTITUTION programs and services such as counseling, tutoring, advising, and special services for the students with disabilities, and access to POSTSECONDARY INSTITUTION personnel and resources as required; and
3. the right to appeal, in writing to the LEA or POSTSECONDARY INSTITUTION, as applicable, any decision pertaining to enrollment in the dual credit program.

3. Financial Responsibility for Funding Dual Credit

The STUDENT shall:

1. return the textbooks and unused course supplies to the LEA when the student completes the course or withdraws from the course (subject to provisions in Subsection B of Section 22-15-10 NMSA 1978 regarding lost or damaged instructional material);
2. arrange transportation to the site of the dual credit course. Depending upon the time and course location, the student may have access to transportation through the LEA if the dual credit course is offered during the school day; and
3. be responsible for course-specific (e.g. lab, computer) fees.

4. Confidentiality of Student Records

1. Student educational records created as a result of this Agreement shall be retained and disseminated in accordance with Family Educational Rights and Privacy Act (FERPA) requirements.

2. Participation in dual credit courses requires STUDENT and, if applicable, PARENT/GUARDIAN signatures on the Form for compliance with FERPA regulations.

5. Secondary School and Postsecondary Institution Calendars

STUDENTS earning dual credits shall abide by the regular operating calendars, schedules and associated requirements of the LEA and POSTSECONDARY INSTITUTION. In instances in which the calendars are incongruent, the dual credit STUDENT is required to independently satisfy both calendar requirements and may consult with LEA counselors for assistance.

PART 3 – TERM AND FILING OF AGREEMENT

A. TERMS AND CONDITIONS

The initial term of this Agreement shall be from July 1, **2014** to June 30, **2015**. With the exception of the appendix, this Agreement may not be altered or modified by either party. This Agreement shall automatically renew for additional fiscal years unless either party notifies the other party of their intent not to renew 60 days before the end of the fiscal year. The LEA in collaboration with the POSTSECONDARY INSTITUTION, may modify the list of dual credit courses in the Appendix of the Agreement. Modifications to the Appendix must be submitted to NMHED and PED by the end of each semester.

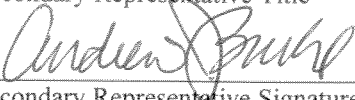
The LEA and POSTSECONDARY INSTITUTION providing dual credit programs shall complete the Agreement and the LEA shall submit the completed Agreement to PED.

A completed Agreement shall contain signatures from all parties and includes an Appendix developed collaboratively by the LEA and POSTSECONDARY INSTITUTION that specifies eligible dual credit courses.

B. FILING

A fully executed copy of this Agreement shall be submitted by the LEA to PED within 10 days of approval.

APPROVED

POSTSECONDARY INSTITUTION	LEA
DOÑA ANA COMMUNITY COLLEGE	GADSDEN INDEPENDENT SCHOOL DISTRICT
Postsecondary Name	LEA Name
ANDREW BURKE	EFREN YTURRALDE
Postsecondary Representative Name	LEA Representative Name
INTERIM PRESIDENT	SUPERINTENDENT
Postsecondary Representative Title	LEA Representative Title
	
Postsecondary Representative Signature	LEA Representative Signature
5-20-14	
Date	Date

**APPENDIX For Dual Credit Program Master Agreement between
Gadsden Independent School District (LEA) and
Dona Ana Community College (Postsecondary) 2013-2014**

Listing of Authorized Dual Credit Courses and Location of Delivery as of January 2013

The appendix shall indicate the higher education common course number, if applicable, course subject and number, course title, location of course delivery and semesters offered. As available, STARS course code and title shall also be included

College Comm on Course #	College Course Subject-# (e.g. ENG-102)	College Course Title	Location(s) of Course Delivery	Semester(s) Offered	STARS Course Code	STARS Course Title
	A ST 251	APPLIED STATISTICS	DAGC, DASP	SPRING/FALL/SUMMER		
	ACCT 251	MANAGEMENT ACCOUNTING	DAGC, DASP, ONLINE	FALL/SPRING	0207910	Accounting
	AERT 105	AEROSPACE ENGINEERING PLTW		FALL		
	AERT 121	INDRODUCTION TO THE AEROSPACE WORKPLACE	GHS	FALL		
	AHS 101	COMMUNICATION HEALTH CARE	GHS	SPRING	15959253	Health Care – Related Subjects
	AHS 116	MATH HEALTH OCCUPATIONS	DAGC, GHS	SPRING/ FALL		
	AHS 120	MEDICAL TERMINOLOGY	DAGC, DASP, GHS, ONLINE	FALL/SPRING/SUMMER	15959255	Health Care Sciences – Related Subjects
	AHS 140	ESSENTIALS OF ANATOMY AND PHYSIOLOGY	DAGC, DASP, GHS, ONLINE	FALL/SPRING/SUMMER	15509254	Medical Anatomy & Physiology
	AHS 202	LEGAL AND ETHICAL ISSUES IN HEALTH CARE	GHS, ONLINE	SPRING/FALL/SUMMER	15969350	Health Care Sciences – Ind. Study
	ART 101G	ORIENTATION IN ART	DAGC, DASP, ONLINE	FALL/SPRING/SUMMER	11529623	Art history
	ASTR 110G	INTRODUCTION TO ASTRONOMY	DAGC,	FALL/SPRING/SUMMER		
	AUTO 112	BASIC GASOLINE ENGINE	DAGC, DASP, CHS	FALL/SPRING	031933354	Particular Topics
	AUTO 115	BASIC GASOLINE ENGINES LABORATORY	DAGC, DASP, CHS	FALL/SPRING		
	AUTO 117	ELECTRONIC ANALYSIS TUNE-UP OF GAS ENGINE	DAGC, DASP, CHS	FALL/SPRING		
	AUTO 118	TECHNICAL MATH FOR MECHANICS	GHS	FALL/SPRING		

AUTO 119	MANUAL TRANSMISSION/CLUTCH ELECTRICAL SYSTEMS	DATS	FALL/SPRING		
AUTO 120		DAGC, DASP, CHS	FALL/SPRING		
AUTO 125	BRAKES	DATS	SPRING/FALL		
AUTO 126	SUSPENSION, STEERING, ALIGNMENT	CHS, LCC	FALL		
AUTO 132	AUTO AC/HEATING SYSTEMS	GHS	SPRING, SUMMER		
AUTO 139	AUTO COMPUTER CONTROLS	DAGC, DASP, CHS	FALL/SPRING		
AUTO 295	SPECIAL TOPICS: PROFESSIONAL DEVELOPMENT	DAGC, DASP, CHS	FALL/SPRING		
BCT 101	INTRODUCTION TO CONSTRUCTION I	DAGC, DASP, CHS	FALL/SPRING	04029354	Construction
BCT 102	INTRODUCTION TO CONSTRUCTION II	DAGC, DASP, CHS	FALL/SPRING	04149354	Carpentry
BCT 103	INTRO TO CONSTRUCTION LABORATORY	CHS	FALL	04999340	Construction trades – Other
BCT 107	PAINTING I	CHS	FALL		
BCT 110	BLUE PRINT READING FOR BUILDING TRADES	CHS	FALL		
BCT 112	BASIC MASONRY LABORATORY	DAGC, DASP, CHS	FALL/SPRING		
BCT 113	MASONRY LEVEL I				
BCT 114	BASIC CARPENTRY	DAGC, DASP, CHS	FALL/SPRING	04159354	Framing Carpentry
BCT 115	CARPENTRY LEVEL I	CHS	SPRING		
BCT 116	BASIC CARPENTRY LAB	CHS	SPRING	04999344	Construction Trades
BCT 217	BUILDING AND THE ENVIRONMENT	CHS	SPRING	04999350	Construction Trades
BCT 255	SPECIAL TOPICS: WORK EXPERIENCE	DAGC, DASP, CHS	FALL/SPRING		
BIOL 101G	HUMAN BIOLOGY	DAGC	SPRING		
BIOL 101L	HUMAN BIOLOGY LABORATORY	DAGC	SPRING		
BIOL 111G	NATURAL HISTORY OF LIFE	GHS, DAGS	SPRING/FALL		
BIOL 111GL	NATURAL HISTORY OF LIFE LABORATORY	GHS, DAGS	SPRING/FALL		

		INTRO ANATOMY AND PHYSIOLOGY	DAGC	FALL/SPRING		
BIOL 154		INTRO ANATOMY AND PHYSIOLOGY	DAGC	FALL/SPRING		
BMGT 110		INTRODUCTION TO BUSINESS	DASP	FALL	02219100	Introductory Business
BMGT 140		PRINCIPLES OF SUPERVISION I	DAGC	SPRING		
BMGT 155		SP: TOPICS: PERSONAL FINANCE	DAGC,DASP	FALL		
BMGT 175		INTRODUCTION TO BUSINESS FINANCE	DAGC, DASP	FALL/SPRING	02289108	Personal Business and Finance
BMGT 231		LEGAL ISSUES IN BUSINESS	DAGC, ONLINE	SPRING/FALL	0250910	Business Law
BUSA 111		BUSINESS IN A GLOBAL SOCIETY	DAGC, DASP, ONLINE	FALL/SPRING /SUMMER	0254910	Business Ethics
C EP 110G		HUMAN GROWTH/BEHAVIOR	DAGC, DASP, ONLINE	FALL/SPRING/SUMMER	05999303	Family & Consumer Sciences Education
C EP 210		EDUCATIONAL PSYCHOLOGY	DAGC, DASP, ONLINE	FALL/SPRING		
C J 101G		INTRO TO CRIMINAL JUSTICE	DAGC, DASP, ONLINE	FALL/SPRING	25019200	Exploration of Public Service
C J 205		CRIMINAL LAW I	DAGC, DASP	FALL/SPRING	25039200	Community Protection
C J 210		AMERICAN LAW ENFORCEMENT SYTEM	DAGC, DASP, ONLINE	FALL/SPRING		
C J 221		FUNDAMENTALS- CRIMINAL INVESTIGATION	DAGC, DASP, ONLINE	FALL/SPRING	25139207	Criminal Justice Assistance
C J 250		COURTS/CRIMINAL JUSTICE SYSTEM	DAGC, DASP, ONLINE	FALL/SPRING	25969203	Public, Protective & Social Services – Indp. Study
CHEM 110G		PRINCIPALS & APPLIATIONS OF CHEMISTRY	DAGC, DASP, ONLINE	FALL/SPRING	17239913	Chemistry Advanced Studies
CHSS 100		INTRO TO HEALTH & SOCIAL SERVICES	DAGC, DASP, GHS	FALL/SPRING	15029253	Health Care Occupations
CHSS 101		HEALTH AND COMMUNITY SERVICES	DAGC, DASP, GHS, ONLINE	FALL/SPRING	15029253	Health Care Occupations
CJ 230		INTRODUCTION TO CORRECTIONS	DAGC, DASP, ONLINE	FALL/SPRING	25969200	Public, Protective & Social Services – Indp. Study
CMT 110		INTRODUCTION TO WEB DESIGN	DAGC	FALL/SPRING	02769100	Web Page Design

CMT 115	DIGITAL PHOTOGRAPHY AND IMAGING I/COMPUTER	DAGC	FALL/SPRING	03999500	Computer & Information Sciences - Other
CMT 140	PRINT MEDIA I	DAGC	SPRING	13139253	Graphic Arts Painting
CMT 142	COMPUTER ILLUSTRATION	DAGC	SPRING	08999100	Elective Activities
CMT 145	IMAGE PROCESSING I	DAGC	FALL/SPRING/SUMMER	11759821	Computer Assisted Art
CMT 155	SELETED TOPICS	DAEM	SPRING	08999100	Elective Activities
COLL 101	COLLEGE/LIFE SUCCESS	DAGC, DASP, ONLINE	SPRING/ FALL		
COLL 103	MANAGING YOUR MONEY	ONLINE	FALL/SPRING/SUMMER		
COLL 120	CAREER EXPLORATION	DAGC, DASP, ONLINE	FALL/SPRING	09899100	College Success
COLL 155	SP. TOPICS: MATH/ENG. SUPPLEMENT	ONLINE	SPRING		
COMM 253G	PUBLIC SPEAKING	DAGC, DASP	FALL/SPRING/SUMMER	10819251	Public Speaking
COMM 265G	PRINCIPLES OF HUMAN COMMUNICATION	DAGC, DASP, ONLINE	FALL/SPRING/ SUMMER		
CS 110	COMPUTER LITERACY	DAGC, DASP, ONLINE	FALL/SPRING/SUMMER	032239154	Computer Science Programming
DRFT 101	INTRO TO DRAFTING DESIGN	DAGC, DASP, CHS	FALL/SPRING	07029251	Drafting – General
DRFT 108	DRAFTING CONCEPTS/DESCRIPTIVE GEOMETRY	DAGC, DASP, CHS	FALL/SPRING		
DRFT 109	COMPUTER DRAFTING FUNDAMENTALS	DAGC, DASP, CHS	FALL/SPRING/SUMMER	07079251	CAD Design & Software
DRFT 114	INTRO TO MECHANICAL DRAFTING/SOLID MODELING	DAGC, DASP, CHS	FALL/SPRING	07069251	Drafting – Technical/ Mechanical
DRFT 115	GENERAL CONSTRUCTION SAFETY	CHS, ONLINE	FALL/SPRING/SUMMER	07959200	Drafting – Related Subjects

DRFT 151	CONSTRUCTION PRINCIPLES & BLUEPRINTING READING	CHS, DAGC	FALL/ SPRING	07139251	Blue Print Reading
DRFT 164	INTER MECHANICAL/SOLID MODELING	WORKFORCE, DADM	SPRING/FALL		
DRFT 176	COMPUTER DRAFTING IN 3-D	CHS	FALL/SPRING	07959251	Drafting – Related Topics
DRFT 177	COMPUTER RENDERING AND ANIMATION I	CHS	FALL	07079251	CAD Design & Software
DRFT 180	RESIDENTIAL DRAFTING	CHS	SPRING		
DRFT 276	COMPUTER RENDERING/AND ANIMATION I	DAGC, DASP, CHS	FALL/SPRING		
DRFT 290	SPECIAL TOPICS: 2D & 3D AUTOCAD	DAGC, DASP, CHS	FALL/SPRING	07999251	Drafting
ECED 115	CHILD GROWTH, DEVELOPMENT & LEARNIG	DAGC, DASP, ONLINE	FALL/SPRING/SUMMER	05059353	Child Development
ECED 125	HEALTH, SAFETY AND NUTRITION	DAGC, DASP, ONLINE	FALL/SPRING/SUMMER	05199353	Child Care/Work Experience
ECED 135	FAMILY AND COMMUNITY COLLABORATION	DAGC, DASP, ONLINE	FALL/SPRING/SUMMER	25999343	Public, Protective & Social Services- Other
ECED 255	ASSESSMENT OF CHILDREN AND EVALUATION OF PROGRAMS	DAGC, DASP, ONLINE	FALL/SPRING/SUMMER	05999353	Family & Consumer Science Education
ECED 265	GUIDING YOUNG CHILDREN	DAGC, ONLINE	SPRING/FALL/SUMMER	05999350	Family & Consumer Science Education
ECON 251	PRINCIPLES OF MACROECONOMICS	DAGC, DASP, ONLINE	FALL/SPRING/SUMMER	27449151	AP Macroeconomics
ECON 252G	PRINCPLS OF MICROECONOMICS	DAGC, DASP, ONLINE	FALL/SPRING/SUMMER		
ELT 105	BASIC ELECTRICITY AND ELECTRONICS	DAGC, DASP	FALL/SPRING	044299354	Electricity Comprehensive
ENGL 111G	RHETORIC/COMPOSITION	DAGC, DASP, ONLINE	FALL/SPRING/SUMMER	10229154	Technical Writing
ENGL 203G	BUISNESS AND PROFESSIONAL	DAGC, ONLINE	SPRING		

	COMMUNICATION						
ENGR 100	INTRODUCTION TO ENGINEERING	DAGC		SUMMER			
ENGR 111	MATLAB PROGRAMMING	DAGC		SUMMER			
FIN 206	INTRODUCTION TO FINANCE	DASP, DAGC, ONLINE		FALL/SPRING			
GEOL 111G	SURVEY OF GEOLOGY	DAGC, DASP, ONLINE		FALL/SPRING/SUMMER	17029913	Geology	
GOVT 100G	AMERICAN NATIONAL GOVERNMENT	DAGC, DASP, ONLINE		FALL/SPRING/SUMMER	27399942	Principles of Democracy	
GOVT 110	INTRODUCTION TO POLITICAL SCIENCE	DAGC, DASP, ONLINE		FALL/SPRING	27309941	US Government Comprehensive	
HLS 100	INTRO TO HEALTH SCIENCE	DAGC, DASP, ONLINE		FALL/ SPRING			
HL S 150G	Personal health & Wellness	DASP, DAGC, Online, LCC		Fall, Spring, Summer			
HIST 101G	ROOTS-MODERN EUROPE	DAGC, DASP, ONLINE		FALL/SPRING/ SUMMER	27139932	Ancient & Medieval History	
HIST 102G	MODERN EUROPE	DAGC, DASP, ONLINE		FALL/SPRING			
HIST 201G	INTRODUCTION TO EARLY AMER HISTORY	DAGC, DASP, ONLINE		FALL/SPRING	27999932	Social Sciences & History	
HIST 202	INTRODUCTIO TO RECENT AMERICAN HISTORY	DAGC, ONLINE		FALL/SPRING	27249932	Modern US History	
HLS 150G	PERSONAL HEALTH AND WELLNESS	DAGC, ONLINE		SPRING/FALL/SUMMER			
HVAC 100	EPA CLEAN AIR ACT	DASP		SPRING	04999354	Construction Trades	
HVAC 101	FUNDAMENTALS OF REFRIGERATION	DASP		SPRING	04329354	Refrigeration	
HVAC 102	FUNDAMENTALS OF ELECTRICITY	DASP		SPRING	04429354	Electricity	
LAWE 201	INTRODUCTION TO JUVENILE DELINQUENCY	DAGC		SPRING			
LAWE 202	POLICE PATROL PROCEDURES	DAGC, EMC		FALL/SPRING			
LAWE 204	INTRO TO HOMELAND SECURITY	DAGC		FALL			

LAWE 233	PRACTICAL APPROACH TO TERRORISM	DAGC	FALL		
LSC 111	INTRO TO INFORMATION LITERACY IN THE ELECTRONIC ENVIRONMENT	DAGC, ONLINE	FALL/SPRING/SUMMER	08999303	Elective Activities – Other
MAT 105	INTRO TO MANUFACTURING	DAGC, DASP	FALL/SPRING	16249354	Manufacturing Systems
MAT 106	APPLIED MANUFACTURING PROCESSES	DAGC, DASP	FALL/SPRING	16959351	Technology Education - Related Subjects
MAT 108	METROLOGY, SAFETY & QUALITY CONTROL FOR MANUFACTURING	DAGC, DASP	FALL/SPRING	16129351	Materials & Processes
MAT 110	MACHINE OPERATION AND SAFETY	DAGC, DASP	FALL/SPRING	16149350	Industrial Safety
MAT 115	PRINT READING INDUSTRY	DAGC,DASP	FALL/SPRING	07139351	Blue Print Reading
MAT 265	SPECIAL TOPICS	DAGC,DASP,G HS	FALL/SPRING	16999351	Technology Education – Other
MATH 101	GENERAL SUPPLEMENTAL INSTRUCTION I	DAGC	FALL, SPRING		
MATH 120	INTERMEDIATE ALGEBRA	DAGC, DASP, ONLINE	FALL/SPRING/SUMMER		
MATH 121G	COLLEGE ALGEBRA	DAGC, DASP, ONLINE	FALL/SPRING/SUMMER		
MATH 210G	MATHEMATICS APPRECIATION	DAGC, DASP, ONLINE	FALL/SPRING/SUMMER	2096992	Mathematics – Independent Study
MGT 201	INTRODUCTION TO MANAGEMENT	DAGC, DASP, ONLINE	FALL/SPRING/SUMMER		
MKTG 203	INTRODUCTION TO MARKETING	DAGC, DASP, ONLINE	SPRING/FALL/SUMMER	0226910	General Business
MUS 101G	AN INTRODUCTION TO MUSIC	DAGC, DASP, ONLINE	FALL/SPRING/SUMMER	114496231	Music/ History Appreciation
MUS 201	HISTORY OF JAZZ IN POPULAR MUSIC: A BLENDING OF CULTURES	DAGC, ONLINE	FALL/SPRING/SUMMER		
NA 104	CERTIFIED NURSING ASSISTANT FUNDAMENTALS	DAGC, DASP, GHS	FALL/SPRING	15049254	Nursing - CNA

NA 105	CERTIFIED NURSING ASSISTANT CLINICALS	DAGS, DASP, GHS	FALL/SPRING	15989235	Health Care Sciences -- Co-Op
NA 109	PHLEBOTOMIST-BASIC	GC	SPRING/FALL		
NA 110	ELECTROCARDIOGRAM TECHNICIAN BASIC	DAGC, DASP, GHS	FALL/SPRING	15169254	EKG Technician
NA 111	ALZHEIMER/DEMENTIA CARE	GC, ONLINE	FALL/SPRING		
OEBU 155	SP TOPICS: PERSONAL FINANCE	DAGC, DASP	FALL/SPRING		
OECS 105	INTRODUCTION TO MICROCOMPUTER TECHNOLOGY	DAGC, ONLINE	FALL/SPRING		
OECS 155	SP. TOPICS: INTRO TO COMPUTER TECHNOLOGY	DAGC/DASP	FALL		
OECS 155	SP. TOPICS: INTRO TO EXCEL 2007		SPRING		
OECS 207	WINDOWS	ONLINE	FALL/SPRING		
OEDG 108	DRAFTING/DESIGN GEOMETRY	DAGC, DASP, CHS	FALL/SPRING		
OEDG 109	COMPUTER DRAFTING FUND	DAGC, DASP, CHS	FALL/SPRING		
OEEM 101	CPR FOR HEALTHCARE PROFESSIONAL	DAMA	FALL/SPRING/SUMMER		
OEEM 115	FIRST RESPONDER PRE-HOSPITAL PROFESSIONAL	DAGC, DASP	FALL/SPRING		
OENA 111	ALZHEIMER/HEMENTIA CARE FOCUS	ONLINE	SPRING/FALL		
OETS 102	CAREER READINESS CERTIFICATION PREPARATION	DAGC, DASP, GHS, CHS, STHS, ONLINE	FALL/SPRING	08909100	College Success
PHIL 101G	THE ART OF WONDERING	DAGC, DASP, ONLINE	FALL/SPRING/SUMMER	27819942	Topics in Philosophy
PHIL 136G	THE GUEST FOR GOD	DAGC, ONLINE	FALL/SPRING		
PHIL 223G	ETHICS	DASP	SPRING		
PSY 201 G	INTRODUCTION TO PSYCHOLOGY	DAGC, DASP, ONLINE	FALL/SPRING/SUMMER	27719942	Psychology

SOC 101 G	INTRDUCTORY SOCIOLOGY	DAGC, DASP, ONLINE	FALL/SPRING/SUMMER	27759942	Sociology
SPAN 213	SPAN-NATIVE SPEAKERS I	DAGC, DASP, ONLINE	FALL/SPRING/SUMMER	12549901	Spanish III
SPAN 214	SPAN-NATIVE SPEAKERS II	DAGC, DASP, ONLINE	FALL/SPRING/SUMMER		
THTR 101G	WORLD OF THEATRE	DAGC, DASP, ONLINE	FALL/SPRING/SUMMER	11119923	Introduction to Theatre
WELD 100	STRUCTURAL WELDING I	LCC	FALL/SPRING/SUMMER		