




MARK A. HEINRICH, PH.D.
Chancellor

MEMORANDUM 2015-ISS-002

Date: January 7, 2015

To: Presidents, Alabama Community College System

From: Mark A. Heinrich, Ph.D. 
Chancellor

Re: Dual Enrollment Scholarship Eligibility

Beginning Fall Semester 2015, **ALL** CTE Programs will be eligible for the Dual Enrollment Scholarship Funds allocated by the Department of Postsecondary Education (DPE). This effort will align the workforce needs throughout the State of Alabama but more importantly, with those employers in each of the ten Workforce Regions. The following guidelines are provided to assist you:

- Each college will review the data provided by the Alabama Department of Labor for their respective Workforce Region. Colleges must determine if the CTE program offerings are listed in the “High Wage by Education Level” and the “High Demand Fast Growing Declining Occupations” links. This information can be found at <http://www2.labor.alabama.gov/workforcedev/default.aspx>.
- Each college should collaborate with their respective Workforce Regional Council to develop and approve the proposed list to verify the CTE Programs being offered are focused on their High Wage/High Demand Occupations. The list developed should be focused on maximizing the funds provided with a direct focus on the Return on Investment.
- Each college will provide the Division of Instructional and Student Services a list of proposed programs for CTE Dual Enrollment Scholarships no later than February 1, 2015.
- Additional consideration should be taken when considering dual enrollment in health care and some technical programs:

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- Is there an age requirement for certification and/or licensure? Pass rates are an accountability measure to consider.
 - Will the program accreditation agency allow students of high school age to enter the program? Are there additional requirements from the accreditation agency that must be considered?
 - Are there admission requirements for the program that may prevent high school students from taking dual enrollment courses?
 - Can/Should the dual enrollment courses taken, transfer into one of the health programs upon graduation from high school?
 - Health courses for dual enrollment must be taught the same as college courses.
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- All high school students seeking to apply for dual enrollment must adhere to applicable Alabama State Board of Education Policies and Procedures (Policy 801.03 Admission: Dual Enrollment/Dual Credit for High School Student and Policy 801.04 Admission: Dual Enrollment/Dual Credit for High School Student: Early College Enrollment Program).

If you have any questions, please contact Gene Dudley at (334)293-4562 or gene.dudley@dpe.edu. Thank you.

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