



**Board of Regents Emergency Policy: Dual Enrollment, Placement and Admissions Criteria
Response to COVID-19 Pandemic**

DUAL ENROLLMENT FREQUENTLY ASKED QUESTIONS

As of April 20, 2020

1. WHAT ARE THE OPTIONS FOR CURRENT DUAL ENROLLMENT STUDENTS?

1. Complete the college coursework online during the Spring semester 2020 with a final grade; **OR**
2. Transition the course status to “in-progress”/”incomplete” and complete by August 31, 2020 (if “in- progress” or “incomplete” is selected, the course will end in a final grade; if the student does not complete the course, this may result in a failing grade and negatively impact TOPS scholarship eligibility and college GPA); **OR**
3. Withdraw from the college course via an “Administrative Withdrawal” (no grades are posted to the student’s college transcript/record). Note: The administrative withdrawal date is determined by the postsecondary institution. Also, if a high school student chooses to withdraw from the high school portion of the course and the course is needed to complete the TOPS Core curriculum, the student will need to retake the course.

2. HOW LONG WILL THE THREE OPTIONS APPLY FOR CURRENT DUAL ENROLLMENT STUDENTS?

The three options apply for the Spring 2020 semester. “In Progress” and “Administrative Withdrawals” are available until August 31, 2020.

3. WILL THERE BE REFUNDS FOR ADMINISTRATIVE WITHDRAWALS?

Postsecondary institutions are not required to issue a refund for an administrative withdrawal due to COVID-19.

4. WHAT IS THE DEADLINE TO PURSUE AN ADMINISTRATIVE WITHDRAWAL?

Deadlines to seek an administrative withdrawal under the interim policy is specific to each institution. As a result, the college or university should be contacted for specific deadlines and processes.

5. HOW WILL DUAL ENROLLMENT COURSES BE GRADED FOR STUDENTS WHO ARE CURRENTLY ENROLLED (SPRING 2020)?

Everyone currently enrolled (and continuing in the Spring 2020 course) receives a grade. In consultation with school leadership, graduating high school seniors may have the opportunity to change from an A-F grading scale to a pass/fail option to their college transcript.

Note: If a student chooses a pass/fail option, this may impact students’ future college GPA and scholarship eligibility.

6. DOES THIS DUAL ENROLLMENT POLICY APPLY TO SPRING 2021?

Yes. This policy applies for the 2020-21 Academic Year.

7. DOES A STUDENT NEED A COMPOSITE ACT SCORE TO ENROLL IN A DUAL ENROLLMENT COURSE?

No. A composite ACT score is not a needed component of this interim policy.

8. IF A STUDENT HAS TAKEN THE ACT AND HAS NOT MET THE MINIMUM SCORE FOR ENGLISH OR MATH, ARE THEY NO LONGER ELIGIBLE FOR DUAL ENROLLMENT?

Any assessment listed in Academic Affairs Policy 2.22 can be utilized. For example, if a student does not meet ACT requirements s/he could use a different assessment such as ACCUPLACER or LEAP 2025.

9. WHAT IF THE STUDENT IS TAKING A DUAL ENROLLMENT COURSE ON A K12 CAMPUS AND THE K12 CAMPUS CLOSES BEFORE THE PARTNER INSTITUTION?

Contact your postsecondary partner.

10. WILL POSTSECONDARY INSTITUTIONS BE REQUIRED TO FOLLOW THIS OR ARE THEY ALLOWED TO SET A DIFFERENT STANDARD FOR THEIR INSTITUTION?

Minimum requirements may be increased by the postsecondary institution for particular courses or for dual enrollment, in general. The Board of Regents encourages all postsecondary institutions to provide similar flexibility for students impacted by the COVID-19 pandemic, by allowing for increased use of alternative assessments to demonstrate subject-specific readiness, suspension of the use of composite scores, and the recognition of professional judgement of school counselors.

11. DO THESE REQUIREMENTS APPLY TO ACADEMIC DUAL ENROLLMENT COURSES ONLY?

This interim policy applies for all courses on the [Master Articulation Matrix](#).

12. IS A LETTER OR SPECIFIC REFERRAL NEEDED FOR THE COUNSELOR RECOMMENDATION?

Additional criteria regarding the school counselor recommendation is determined by both the secondary and postsecondary institutions. The interim policy encourages flexibility during the COVID-19 pandemic, therefore encouraging the acknowledgement of the professional judgement of a school counselor to consider a student's overall performance and grade trends in the subject.

Postsecondary institutions should code counselor recommendations as "Z" for "Counselor Recommendation" and should report this code in the English/Math placement test type field for preparatory students (dual enrollment) only.

PLACEMENT AND ADMISSIONS FREQUENTLY ASKED QUESTIONS

As of May 1, 2020

1. THE POLICY FOR PLACEMENT AND MINIMUM ADMISSION STANDARDS FOR FIRST-TIME FRESHMAN INTO FOUR YEAR INSTITUTIONS APPLIES TO WHICH SEMESTERS?

Summer or Fall 2020 semester only.

2. DO THE ALTERNATIVE ADMISSION OR PLACEMENT ASSESSMENTS APPLY TO STUDENTS WHO HAVE AN ACT ON FILE?

Yes. A student who does not achieve minimum placement scores can utilize the alternative admission or placement assessments.

3. DOES THIS POLICY APPLY FOR TOPS ELIGIBILITY?

TOPS Scholarships by law require specific test scores. Admission, via this interim policy, for applicants who do not have or do not achieve the test scores required for TOPS will not be eligible for these scholarships.

4. IF A STUDENT HAS THE NEEDED REGENTS CORE AND GPA, AND SUCCESSFULLY COMPLETES A POSTSECONDARY DEPARTMENTAL EXAM AT THE INSTITUTION WHERE THEY PLAN TO ENROLL, IS THIS STUDENT CONSIDERED A REGULAR ADMIT UNDER THIS INTERIM POLICY?

Yes. Under the interim policy a student can be considered a regular admit if they meet the needed GPA and Core requirements and alternative measures for Math and English placement.