

Important Information Regarding Dual Enrollment



Developmental Research School
at the University of Florida

Student Dual Enrollment Interest Agreement

First Name _____

Last Name _____

Check your upcoming grade Level

☐ Rising 11th Grader

☐ Rising 12th Grader

Which dual enrollment program did you apply to? If both, please check both boxes.

☐ Santa Fe College Dual Enrollment Program

☐ University of Florida Dual Enrollment Program

Important Information

1. Each semester, it is mandatory that you be enrolled in classes that add up to at least 3.5 high school-equivalent-credits unless approved by P.K. Yonge academic designee.
 - a. Refer to the following link to access example schedules to help guide you in meeting the minimum of 3.5 high school-equivalent credits needed each semester. [Example Schedules](#)
 - b. Most (but not all) Math courses equal 1 high school credit
 - a. Most (but not all) English classes equal 1 high school credit
 - b. Science courses **with a lab component** equal 1 high school credit
 - c. Social studies classes equal 0.5 high school credit
 - d. Most (but not all) world language classes equal 1 high school credit
 - e. All other liberal arts elective classes are a 0.5 high school credit
 - f. **The above information is a general guide, created to help you better understand high school credit equivalency and should not be the only reference you use to calculate your credits each semester.**
 - g. Students may choose to either enroll as a Full-time or Part-time dual enrollment student.
 - i. Full-Time
 1. To be considered a full-time dual enrollment student, you must register for two college courses that are each equivalent to 1 high school credit, additional courses that add to 3.5 equivalent high school credits unless approved by PK academic designee.
 - ii. Part-Time
 1. To be considered a part-time dual enrollment student, you must register for a minimum of courses that are equivalent to 1 high school credit, unless approved by PK academic designee.

1200 SW 6th Street, Gainesville, FL 32601

P: 352.392.1554 - F: 352.392.9559 - <http://pkyonge.ufl.edu>

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- h. In order to ensure you are taking 3.5 high school equivalent credits, consult the [Course-High School Subject Area Equivalency List](#) and confirm with your dual enrollment advisor. It is your responsibility to confirm your credits.
- i. Refer to the [following link](#) to access examples of possible schedules to help guide you in meeting the minimum of 3.5 high school-equivalent credits needed each semester.

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Dear P.K. Yonge Family,

You are receiving this letter because your student requested to participate in dual enrollment during the 2023-2024 academic school year.

Students taking dual enrollment courses for the 2023-2024 school year will partner with the University of Florida or Santa Fe College to enhance their academic journey.

1. Complete the interest form for Dual Enrollment.

Submitting this form is important so the counselors have you on their radar for who to reach out to about dual enrollment. This includes but is not limited to dual enrollment opportunities, workshops, information sessions, and next steps.

2. Complete at least 1 Dual Enrollment workshop with a high school counselor or relevant Dual Enrollment college academic advisors.

The dual enrollment workshops are sessions held by P.K. Yonge that help students learn about dual enrollment, the application process, and the eligibility requirements and deadlines. The dual enrollment workshops held by UF or Santa Fe are their personal information sessions that describe their institutional eligibility requirements, standards, and deadlines for their program.

3. Apply online for Dual Enrollment

The application for dual enrollment is not done through P.K.; it is done through your preferred dual enrollment college's website. If you wish to apply to UF's dual enrollment program, you will apply through UF's website. If you wish to apply to Santa Fe's dual enrollment program, you will apply through Santa Fe's website.

4. Wait for correspondence from P. K. Yonge or the Dual Enrollment program on admissions decisions.

You will initially hear from the dual enrollment program you applied to on your admissions status. If you have not received any communication from your counselor or the dual enrollment college about your admissions status by the second Friday of May, please message your respective counselor through Canvas.

Timeline

- New to Dual Enrollment Timeline
 - Submit the dual enrollment Interest Form by the second Friday of October during the Fall semester
 - Attend a dual enrollment workshop or college informational session between November and January
 - Complete online dual enrollment application by the first Friday of April in the Spring semester
- Returning to Dual Enrollment Timeline
 - Attend a dual enrollment workshop or college informational session between November and January for updated information

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- Meet with college advisor to plan classes
- Submit drafted dual enrollment schedule to counselor by the 2nd Friday in December of the Fall semester or the 2nd Friday of May in the Spring semester

Agreements

- Before the start of each academic semester, I will meet with my dual enrollment Advisor and email an electronic copy to my counselor or turn in a physical copy of my preliminary dual enrollment schedule to PK's front office for delivery to my counselor. **Failure to do so may result in a one-semester suspension from the dual enrollment program, and I will be scheduled into full-time PK classes during the following/upcoming academic semester.**
- I will be enrolled in classes that add up to **at least 3.5** highschool-equivalent-credits **every semester or as determined by PK academic designee.** I understand that if my registration- between PK and dual enrollment courses- falls below 3 high school equivalent credits, I may be subject to a **one-semester suspension from the dual enrollment program** as determined by PK academic designee.
- The policy at PK is to allow dual enrollment students to leave campus to attend their off campus dual enrollment class at UF or SF.
- **I understand that if I do not abide by the above agreements, it may result in my one-semester suspension from the Dual Enrollment program and my ability to return will be based on the approval of a PK academic designee.**

Acknowledgment and Understanding

I have read and understand the expectations in this agreement. If this form is not completed entirely or correctly, it will be returned and can slow the progress of your application.

Student Name

Grade Level

Parent/Guardian Name

Student Signature

Parent/Guardian Signature

Date

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