

**EARLY COLLEGE CONTRACT
BETWEEN
THE SCHOOL BOARD OF HILLSBOROUGH COUNTY, FLORIDA
AND
THE DISTRICT BOARD OF TRUSTEES OF HILLSBOROUGH COMMUNITY COLLEGE**

This Agreement is entered into on this 14th day of December, 2021, between the **DISTRICT BOARD OF TRUSTEES OF HILLSBOROUGH COMMUNITY COLLEGE**, Post Office Box 31127, Tampa, Florida 33631, herein referred to as “**HCC**” and the **SCHOOL BOARD OF HILLSBOROUGH COUNTY**, Florida, 901 E. Kennedy Boulevard, Tampa, Florida 33602, herein referred to as the “**SBHC**”.

WHEREAS, HCC and the School Board of Hillsborough County (SBHC) subscribe to the educational philosophy and policy that each individual student should have the maximum opportunity to enhance his/her learning opportunities in courses suited to his/her educational, career, and personal needs;

WHEREAS, the State Board of Education (SBE) adopted Rule 6A-10.024, FAC, specifying that articulation agreements shall be executed between community college boards of trustees and district school boards within each state college district;

WHEREAS, pursuant to Section 1007.273, Florida Statutes, through a partnership between HCC and the SBHC, the parties will establish an Early College Program (ECP) to serve the residents in Hillsborough County;

WHEREAS, SBHC and HCC will offer ECP opportunities where students will enroll full-time in the 12th grade in regular college-credit courses at HCC, while attending high school, with the goal to complete their Associate in Arts (AA) degree and earn their high school diploma simultaneously;

WHEREAS, ECP will offer a detailed program of study that prioritizes courses applicable to the general education core courses;

NOW THEREFORE, In consideration of the mutual promises stated herein, the parties agree to cooperate in the establishment, maintenance, and implementation of articulated acceleration mechanisms to establish ECP in Hillsborough County between HCC and SBHC. HCC and SBHC agree as follows:

ARTICLE I. Term

The term of this Agreement shall be January 1, 2022 until December 31, 2022. This Agreement shall be continuous from the date shown on page one of this Agreement. Either party may terminate this Agreement at any time upon sixty (60) days prior written notice to the other party, provided the termination shall not become effective until after the current semester of the program has been completed.

ARTICLE II. Grade Levels

Students in the 12th grade will be eligible to enroll full-time in dual enrollment courses provided they meet the early admission eligibility requirements. Early Admission eligibility criteria can be located on HCC and SBHC website.

ARTICLE III. Early College Program

- A. Purpose and Goal—The ECP is an articulated acceleration mechanism between HCC and the SBHC, which shall serve to shorten the time necessary for students to complete the requirements associated with the conference of an AA degree; broaden the scope of curriculum options available to students; and increase the depth of study available for a particular subject by offering college credit courses to eligible high school students, while these students are simultaneously completing their high school requirements.
- B. Courses and Credits Earned—ECP college credit courses shall be those courses designated by the State-wide Articulation Coordinating Committee Dual Enrollment Course Equivalency list. The credits earned are specified on the Equivalency list.

Students enrolled in ECP courses shall earn both high school credit from the SBHC and college credit from HCC if they meet the minimum requirements for satisfactory completion of ECP courses. Students who complete a three (3), four (4) or five (5) credit ECP course with a passing grade will earn at least one-half (.5) credit in the designated subject towards the high school diploma and/or credit assigned by the Dual Enrollment Course Equivalency List.

ECP students must enroll full-time if they meet early admission requirements. Full time is a minimum of 12 credit hours and a maximum of 15 credit hours.

C. Eligible Students

- a. Early college students who are entering their 12th grade year must have a cumulative unweighted GPA of 3.5 or better and must test at college level on all sections of a state-approved college placement test (including but not limited to the ACT or SAT). Test scores must not be more than two years old. In addition, the student must have met all course requirements for a diploma or must have completed all required courses for graduation with the exception of 1 credit in senior language arts and/or 0.5 credits in economics, American Government, and/or a fourth math credit but have not graduated. Students must enroll in at least 12 credit hours per semester for a maximum of two semesters and may enroll in only those courses that are creditable toward the high school diploma and an associate degree.
- b. Graduating seniors are not eligible for dual enrollment status, including fee exemptions, during the term immediately following their graduation date, even if the registration period or college classes begin prior to the students' actual graduation dates.

D. Enrollment Process

- a. In order to receive HCC credit in ECP courses, high school students will be required to complete an HCC Application for Admission. They also will be required to submit appropriate test scores.
- b. HCPS process: High school students will be required to complete an HCPS Authorization Form C.
- c. Deadlines: Deadlines for dual enrollment paperwork approval and registration are established and updated each term.

Hillsborough Community College Early College Registration Dates and Deadlines

HCC Term	HCC Paperwork Submission Deadlines (last date to submit Authorization Form C and Student Permanent Summary to HCC for regular AND flex start classes)	Registration for Classes Opens/Closes (Current students with 30+ credit hours)	Registration Opens/Closes (Current students with 1 – 29 credit hours)	Registration for Classes Opens/Closes (New Students)	Regular Term Begins	Drop/Add Dates	Regular Term Ends
Fall 2022	Fri, May 20, 2022	Opens: Tues, Apr 12, 2022 Closes: Fri, Dec 9, 2022	Opens: Mon, Apr 18, 2022 Closes: Fri, June 3, 2022	Opens: Mon, Apr 25, 2022 Closes: Fri, June 3, 2022	Mon, Aug 15, 2022	Aug 15-19, 2022	Fri, Dec 9, 2022

Note: The completed paperwork (Form C and current Student Summary) MUST be submitted to HCC by the paperwork deadline to allow for processing and to ensure meeting HCC's registration deadline. Students who fail to meet HCC's registration deadlines will not be eligible for the Early College program.

ARTICLE IV: Opportunities for Student Participation and Information to Students and Parents

SBHC shall inform eligible secondary students and their parents of ECP as an educational option and mechanism for acceleration, including the eligibility criteria, the potential for courses to articulate as an elective or a general education course in a postsecondary degree or certificate program, the return on investment by participating in the program, and the process by which students and parents exercise their option to participate in the ECP.

ARTICLE V. Delivery Methods for Instruction and the Instructors

ECP courses may be offered in traditional, hybrid, or online modes, using HCC approved syllabi, formats, and instructional materials.

ARTICLE VI. Student Advising Services/Progress Monitoring

HCC shall provide advising services regarding its educational programs to students participating in the ECP. HCC shall provide counseling services to ECP students by naming a specific HCC

Counselor or designee as a liaison with each high school. SBHC shall provide counselor services at the high school sites. Both parties will ensure that students and their parents understand that ECP courses are college courses and the amount of work necessary to succeed. Progress monitoring mechanisms include SDHC personnel on campus and at the district level who will work with students to ensure that they are successfully completing courses towards the AA degree and are maintaining the GPA necessary to remain in the program. All early college students will be required to meet with an HCC advisor at least once a term.

ARTICLE VII: Program Review and Student Performance Outcomes

The ECP shall be included in the HCC dual enrollment program review conducted every five years. Student performance outcomes shall be included as part of that review and are reported each term.

ARTICLE VIII: Funding

The ECP is to be funded pursuant to Section 1007.271, Florida Statutes, and 1011.62, Florida Statutes. For ECP students attending courses on the HCC campus (including online HCC classes), SBHC will pay the standard tuition rate per credit hour as established by the Florida Education Finance Program (FEFP).

ARTICLE IX: Student Performance Contract

Each student participating in ECP must enter into a student performance contract which must be signed by the student, the parent, an SBHC representative, and an HCC representative. The performance contract must include the schedule of courses, by semester, student attendance requirements, and course grade requirements.

ARTICLE XI: Textbooks

HCC shall select textbooks used in ECP courses. SBHC shall pay for required textbooks, and payment for required textbooks for classes conducted on HCC's campuses will be through the SBHC Central Warehouse. The textbooks shall be the property of the SBHC. Inventories of textbooks will be maintained at the SBHC.

HCC shall provide consumable laboratory supplies and materials routinely covered by college fees.

Students participating in the ECP will not be assessed registration, tuition, or laboratory fees. Required texts will be purchased by the SBHC; however, consumables (other than consumable laboratory supplies and materials – see previous paragraph) are not purchased by the SBHC. Optional materials required by instructor are at student's expense.

ARTICLE XII: Institutional Responsibilities

Students enrolled in ECP classes will be subject to the student policies and procedures of both HCC and SBHC. Should a conflict be identified as a result of either institutions' policies or procedures, HCC and SBHC will notify each other of behavioral infractions and will jointly resolve the conflict while providing due process for students. Students must maintain good academic

standing at HCC in order to continue in ECHSP courses by maintaining an HCC GPA of 2.0 and a high school 3.0 GPA (unweighted).

ARTICLE XIII: HCC Responsibilities for Student Grades

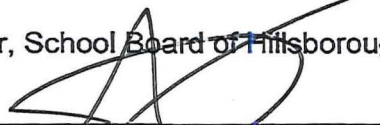
College credits earned under the ECP will be entered on the student's HCC transcript as well as on the student's high school transcript. HCC will assign the letter grades for ECP courses and post the grades to the HCC transcript; the SBHC will post the grades to the high school transcripts. HCC will provide SBHC with a final grade report at the end of each term for final grade upload.

IN WITNESS WHEREOF, the SBHC and HCC have adopted this Agreement and caused it to be executed by their respective chairmen and chief executive officers, in accordance with Sections 1007.235 and 1007.271, F.S., Inter-institutional Articulation Agreements.

SCHOOL BOARD OF HILLSBOROUGH COUNTY, FLORIDA

By: 

Chair, School Board of Hillsborough County, Florida

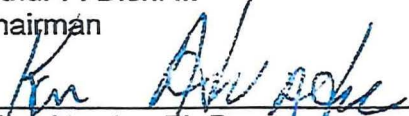
Attest: 
Addison G. Davis
Superintendent

Date: 12/17/21

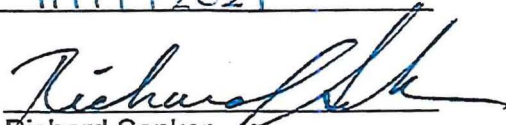
DISTRICT BOARD OF TRUSTEES OF HILLSBOROUGH COMMUNITY COLLEGE

By: 

Arthur F. Diehl III
Chairman

Attest: 
Ken Atwater, Ph.D.
President

Date: 11/17/2021


Richard Senker
Articulation Officer

Approved as to Form & Legality


HCC General Counsel