

**2019-2020 CAREER DUAL ENROLLMENT ARTICULATION AGREEMENT BETWEEN  
THE SCHOOL BOARD OF SANTA ROSA COUNTY AND LOCKLIN TECHNICAL COLLEGE (REVISED)**

This Dual Enrollment Articulation Agreement is entered into by and between The Santa Rosa County School District (to include Sims Middle, Central, Gulf Breeze High, Jay High, Milton High, Navarre High, Pace High and Santa Rosa High) hereafter referred to as the "District" and Radford M. Locklin Technical College, hereafter referred to as the "College" for the 2019/2020 school year, and;

**WHEREAS**, Florida Statutes Section 1007.271 provides that Career Dual Enrollment (CDE) is a curricular option of elective credits toward earning a high school diploma and completing a career certificate program through a district's technical college, and;

**WHEREAS**, the District wishes to enhance opportunities for middle and high school students to establish clear career and post-secondary education goals before high school graduation, and;

**WHEREAS**, the College, a publicly funded postsecondary institution, can provide a variety of high skill, high wage career training program options, and;

**WHEREAS**, the District and the College accept the challenge of ensuring that every Santa Rosa County high school graduate has the opportunity to acquire a defined pathway to a career and post-secondary education;

**NOW, THEREFORE, BE IT RESOLVED** that the District and the College agree to the following:

**A. This dual enrollment articulation agreement supersedes all previous career dual enrollment agreements between the District and the College in S. 1007.271(21)(a), F.S.**

**B. Career Dual Enrollment is the enrollment of an eligible District secondary student in a post-secondary course creditable towards high school completion and a career certificate.**

i. Only career preparatory courses contained within the state course numbering system and part of a sequence of courses in a program offered through the College that lead to industry certification from the approved Industry Certification Funding List in s. 1008.44, F.S., are part of this agreement. New CDE courses meeting this specification may be added at any time by agreement of the District and the College in S. 1007.271 (21)(c). A chart delineating programs, courses, clock hours, credits, occupational completion points (OCPs) and industry certifications is included as attachment A.

ii. A list of career and technical secondary courses have been identified in the Florida Course Code Directory as satisfying the fine or performing arts high school graduation requirement (s. 1003.428(2)(3)(e) F.S.) (s. 1003.428(2)(a)(5)

F.S.), the equivalent CDE post-secondary CTE course will also satisfy that requirement.

iii. The College will notify students and parents of the CDE opportunities through the District's Student Progression Plan (SPP), middle school and high school guidance department curriculum guides and registration forms, and the College Curriculum Guide and Student Handbook.

iv. CDE is available on a part-time basis to all eligible secondary students based on current dual enrollment (DE) course offerings through the college and space available in the course.

v. Career Early Admissions is a form of CDE and is limited to students who have completed a minimum of 4 semesters of full-time secondary enrollment, including studies undertaken in the ninth grade pursuant to S. 1007.271(11), F.S.

vi. Home education students registered with the District are included in this articulation agreement and may participate in CDE at the College.

vii. CDE is available to eligible District secondary student students meeting the following criteria:

- Possess and maintain a minimum 2.0 unweighted GPA
- Be on track for high school graduation (S. 1007.271(21)(e), F.S.)
- All students enrolled in CDE must meet the Basic Skills requirement as specified in State Board Rule 6A-10.040(8)

viii. According to S. 1007.271 (3), F.S., the College may deny continued DE if the student meets the initial eligibility criteria as stated in this articulation agreement, but "is disruptive to the learning process such that the progress of other students or the efficient administration of the course is hindered."

ix. According to S. 1007.271(2), F.S., "students projected to graduate from high school before the scheduled completion date of a post-secondary course may not register for that course through dual enrollment."

x. Exceptions to the required GPA may be granted on an individual basis if the District and the College mutually agree.

xi. CDE curriculum allows for accommodations for CDE students with current Individualized Education Plans (IEP). Exceptional Student Education (ESE) students have access to an ESE instructor and resource room. Accommodations are provided in compliance with the individual student's IEP.

### **C. Application and Registration**

- i. Applications and registrations for CDE will be accepted in the spring and summer terms for the beginning of the upcoming school year. Midterm applications will only be accepted on a space available basis and with mutual agreement of the District home school guidance counselor and the College guidance counselor.
- ii. Students will follow the registration process put in place by their home school including the student portal/ClassLink. Schools who do not utilize the student portal/ClassLink registration process will send student requests through their home school guidance department via email to the College guidance department. Home education students registered with the district who want to participate in CDE will make an appointment to meet with the College guidance counselor. All additional required CDE paperwork will be disbursed the first week of class.
- iii. Students who wish to withdraw their registration request to the College must do so through their home school guidance counselor. The home school guidance counselor will in turn notify the College guidance counselor. Home education students who wish to withdraw their registration request must do so through the College guidance counselor.

### **D. Grades and Delineation of High School Credit**

- i. The College will follow the grading scale outlined for District students in the current SPP. Grades will be entered by the program instructors through the District grading system.
- ii. Awarding of the equivalent high school credit for all CDE courses will follow the District SPP.
- iii. Career and Technical DE courses under this agreement will be weighted equally as Advanced Placement courses and will count towards high school graduation. (S.1007.271 (18), F.S.)
- iv. When a CDE course is taken during the middle school years, a student will earn high school credit in accordance with the District's policies outlined in the high school section of the SPP.
- v. Completion of a CDE course is based on successful completion of program curriculum and performance standards. In order to earn the OCP for course and/or program completion, students must earn a grade of 70% or higher in the course(s).

vi. CDE curricular expectations will be communicated with the student and parent through the College Curriculum Guide and Student Handbook and the course/program syllabus. The District and the College will collaborate to monitor and maintain individual student performance in career dual enrollment courses. The College shall be responsive to parent inquiries regarding student performance and progress in CDE.

#### **E. CDE Costs**

i. The College will be responsible for all costs associated with presenting career dual enrollment instruction at the College unless otherwise agreed upon by both the District and the College.

ii. Students participating in career dual enrollment are exempt from the payment of application, registration, tuition, instructional materials, laboratory fees and other fees such as technology fees. Students will be issued program uniforms, as appropriate. Students who wish to keep their program uniform must purchase the program uniform.

iii. The District will be responsible for the costs of transporting career dual enrolled District students to and from the College within the established transportation system routes and boundaries.

#### **iv. Exceptions**

- Due to the program requirements related to clinical hours of instruction students enrolling in the Practical Nursing Program must provide their own transportation to and from the College and all clinical sites.
- Home education students will be responsible for their own transportation to and from the College.

Whenever any notice, demand, or consent is required or permitted under this Agreement, such notice, demand, or consent shall be in writing and shall be deemed sufficiently given:

- (i) On the day personally delivered; or
- (ii) three (3) days after deposit in the US mail if mailed by registered or certified mail, return receipt requested, postage prepaid; or
- (iii) on the day delivered if sent by recognized overnight courier service to the following addresses:

The School Board of Santa Rosa County, FL  
6032 Hwy 90  
Milton, FL 32570

Radford M. Locklin Technical College  
5330 Berryhill Rd  
Milton, FL 32570

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed under seal, by the date written below.

The School Board of Santa Rosa County, FL

By: Carol Beath

Title: Chairperson, SBSRC

Date: 10/10/2019

By: Charles Kuyt

Title: Director of Workforce Education, SRCSD

Date: 9/27/19

Radford M. Locklin Technical College

By: Julie K. Hullett

Title: School Advisory Council Chairperson

Date: 9/23/19

By: Frank S. Dava

Title: Principal, Locklin Technical College

Date: 9/23/19

APPROVED IN SESSION  
OCT 10 2019  
SANTA ROSA COUNTY SCHOOL BOARD  
SUPERINTENDENT

**2019-2020 Career Dual Enrollment Articulation Agreement  
Attachment A**

<b>Locklin Technical College</b>				
Career and Technical Dual Enrollment Course Offerings 2019-2020				
<b>AUTOMOTIVE TECHNOLOGY</b>				
<b>OCP</b>	<b>AUTOMOTIVE SERVICE TECHNOLOGY I</b>		<b>HOURS/CREDITS</b>	<b>INDUSTRY CERTIFICATIONS</b>
	<b>1050 HOURS</b>	<b>PROGRAM: T400700 FTE: 355</b>		
A	AER0014H	Automobile Services Assistor	300/2	ASE Automobile/Light Truck Technician: Brakes
B	AER0418H	Automotive Brake System Technician	150/1	Florida Automobile Dealers Association (FADA) Certified Technician
C	AER0453H	Automobile Suspension and Steering Technician	150/1	ASE Automobile/Light Truck Technician: Electrical Systems
D	AER0360H	Automotive Electrical/Electronic System Technician	300/2	ASE Automobile/Light Truck Technician: Engine Repair * (.2)
E	AER0110H	Engine Repair Technician	150/1	ASE Automobile/Light Truck Technician: Suspension and Steering * (.2)
				ASE Automobile/Light Truck Technician: Automatic Transmission * (.2)
				ASE Entry-level - Auto: Automatic Transmission/Transaxle (AT) (.1)
				ASE Entry-level - Auto: Automobile Service Technology (AS) (.1)
				ASE Entry-level - Auto: Brakes (BR) (.1)
				ASE Entry-level - Auto: Electrical/Electronic Systems (EE) (.1)
				ASE Entry-level - Auto: Engine Performance (EP) (.1)
				ASE Entry-level - Auto: Engine Repair (ER) (.1)
				ASE Entry-level - Auto: Heating and Air Conditioning (AC) (.1)
				ASE Entry-level - Auto: Manual Drive Train and Axles (MD) (.1)
				ASE Entry-level - Auto: Suspension and Steering (SS) (.1)
<b>BUSINESS TECHNOLOGY PROGRAMS</b>				
<b>OCP</b>	<b>MEDICAL ADMINISTRATIVE SPECIALIST</b>		<b>HOURS/CREDITS</b>	<b>INDUSTRY CERTIFICATIONS</b>
	<b>1050 HOURS</b>	<b>PROGRAM: B070300 FTE: 352</b>		
A	OTA0040K	Information Technology Assistant <i>Practical Art Credit &amp; Online Credit</i>	150//1	Microsoft Office Specialist
B	OTA0041K	Front Desk Specialist	300/2	Certified Medical Admin Assistant (CMAA)
C	OTA0631K	Medical Office Technologist	300/2	
D	OTA0651K	Medical Administrative Specialist	300/2	
<b>OCP</b>	<b>LEGAL ADMINISTRATIVE SPECIALIST</b>		<b>HOURS/CREDITS</b>	<b>INDUSTRY CERTIFICATIONS</b>
	<b>1050 HOURS</b>	<b>PROGRAM: B072000 FTE: 352</b>		
A	OTA0040L	Information Technology Assistant <i>Practical Art Credit &amp; Online Credit</i>	150/1	Microsoft Office Specialist
B	OTA0041L	Front Desk Specialist	300/2	Accredited Legal Professional (ALP)
C	OTA0042H	Administrative Support	150/1	
D	OTA0050H	Legal Administrative Specialist	450/3	

**2019-2020 Career Dual Enrollment Articulation Agreement  
Attachment A**

<b>BUILDING CONSTRUCTION TECHNOLOGY PROGRAMS</b>				
<b>OCP</b>	<b>Heating, Ventilation, Air Conditioning/Refrigeration (HVAC/R) I</b> <b>750 HOURS PROGRAM: C400410 FTE: 355</b>		<b>HOURS/CREDITS</b>	<b>INDUSTRY CERTIFICATIONS</b>
A	ACR0000H	Introduction to HVAC/R	250/1.5	HVAC Excellence Employment Ready - Heat Pump
B	ACR0001H	HVAC/R Fundamentals	250/1.5	HVAC Excellence Employment Ready - Air Conditioning
C	ACR0012H	HVAC/R Service Practices	250/1.5	HVAC Excellence Employment Ready - Light Com. Air Conditioning
				HVAC Excellence Employment Ready - Electric Heat
				HVAC Excellence Employment Ready - Light Com. Refrigeration
				HVAC Excellence Employment Ready - Gas Heat
				HEAT
				HVAC Excellence Employment Ready - Electrical
				Air Conditioning Service Technician
				Air Conditioning Installation Specialization
				Air to Air Heat Pump Installation Technician * (.2)
				Air to Air Heat Pump Service Technician *
				National Center for Construction Education and Research (NCCER) CORE
				HVAC LEVEL1
				HVAC LEVEL2
<b>OCP</b>	<b>Heating, Ventilation, Air Conditioning/Refrigeration (HVAC/R) 2</b> <b>600 HOURS PROGRAM: C400420 FTE: 355</b>		<b>HOURS/CREDITS</b>	<b>INDUSTRY CERTIFICATIONS</b>
A	ACR0000H	Introduction to HVAC/R	250/1.5	Same certifications as Heating, Ventilation, Air Conditioning/ Refrigeration (HVAC/R) I
B	ACR0001H	HVAC/R Fundamentals <b>OR</b>	350/2	
B	ACR0012H	HVAC/R Service Practices	350/2	
<b>OCP</b>	<b>Welding Technology</b> <b>1050 HOURS PROGRAM: J400400 FTE 355</b>		<b>HOURS/CREDITS</b>	<b>INDUSTRY CERTIFICATIONS</b>
A	PMT0070H	Welder Assistant 1 <i>Practical Art Credit</i>	150/1	National Center for Construction Education and Research (NCCER) CORE
	PMT0071H	Welder Assistant 2 <i>Practical Art Credit</i>	150/1	NCCER Welding Level 1
B	PMT0072H	Welder, SMAW 1 <i>Practical Art Credit</i>	150/1	NCCER Welding Level 2
	PMT0073H	Welder, SMAW 2 <i>Practical Art Credit</i>	150/1	NCCER Welding Level 3
C	PMT0074H	Welder	450/3	
<b>OCP</b>	<b>ELECTRICITY</b> <b>1200 HOURS PROGRAM: I460312 FTE: 355</b>		<b>HOURS/CREDITS</b>	<b>INDUSTRY CERTIFICATIONS</b>
A	BCV0603H	Electrical Helper	300/2	National Center for Construction Education and Research (NCCER) CORE
B	BCV0640H	Residential Electrician	450/3	NCCER Electrical Level 1
C	BCV0652H	Commercial Electrician	450/3	NCCER Electrical Level 2
				NCCER Electrical Level 3
				NCCER Electrical Level 4

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<b>HOSPITALITY &amp; TOURISM</b>				
<b>OCP</b>	<b>PROFESSIONAL CULINARY ARTS &amp; HOSPITALITY 1200 HOURS PROGRAM: N100500 FTE: 353</b>		<b>HOURS/CREDITS</b>	<b>INDUSTRY CERTIFICATIONS</b>
A	HMV0100H	Food Preparation	300/2	Certified Food Protection Manager (ServSafe)
B	HMV0170H	Cook, Restaurant	300/2	Certified Culinarian (ACF)
C	HMV0171H	Chef/Head Cook	300/2	
D	HMV0126H	Food Service Management	300/2	
<b>HEALTH CAREERS</b>				
<b>OCP</b>	<b>PRACTICAL NURSING 1350 HOURS PROGRAM: H170607 FTE: 354</b>		<b>HOURS/CREDITS</b>	<b>INDUSTRY CERTIFICATIONS</b>
A	PRN0098H	Practical Nursing Foundations 1	300/2	National Licensed Practical Nurse (NCLEX-PN)
B	PRN0099H	Practical Nursing Foundations 2	300/2	
	PRN0290H	Medical Surgical Nursing 1	300/2	
	PRN0291H	Medical Surgical Nursing 2	300/2	
	PRN0690H	Comprehensive Nursing and Transition Skills	150/1	
<b>OCP</b>	<b>PHARMACY TECHNICIAN PSAV 1050 HOURS PROGRAM: H170500 FTE: 354</b>		<b>HOURS/CREDITS</b>	<b>INDUSTRY CERTIFICATIONS</b>
A	HSC0003H	Basic Healthcare Worker	90/1	Certified Pharmacy Technician
B	PTN0084H	Pharmacy Technician 1	360/2	
	PTN0085H	Pharmacy Technician 2	300/2	
	PTN0086H	Pharmacy Technician 3	300/2	
<b>INFORMATION TECHNOLOGY PROGRAM</b>				
<b>OCP</b>	<b>COMPUTER SYSTEMS &amp; INFORMATION TECHNOLOGY (CSIT) 900 HOURS PROGRAM: Y100200 FTE: 352</b>		<b>HOURS/CREDITS</b>	<b>INDUSTRY CERTIFICATIONS</b>
A	CTS0082H	Computer Systems Technician <i>Practical Art Credit &amp; Online Credit</i>	300/2	Comp TIA IT Fundamentals
B	CTS0083H	Computer Network Technician	150/1	CompTIA A+
C	CTS0084H	Computer Networking Specialist	150/1	CompTIA Network+
D	CTS0069H	Computer Security Technician	300/2	CompTIA Security+
<b>OCP</b>	<b>APPLIED CYBERSECURITY 750 HOURS PROGRAM: Y100300 FTE: 352</b>		<b>HOURS/CREDITS</b>	<b>INDUSTRY CERTIFICATIONS</b>
A	CTS0018H	Cybersecurity Associate	600/4	CompTIA A+
B	CTS0021H	Data Security Specialist	150/1	CompTIA Network+
				CompTIA Security+
				Microsoft Technology Associate (MTA) Security Fundamentals

Additional hours credit for industry certification attainment may be awarded; see individual program articulation agreements.