How do we increase student access to dual enrollment credit on the high school campus?

1. Increase the number of college qualified high school teachers.

# Occupational Courses

Occupational courses are usually part of career and technical education high school programs. If you meet any one of the qualification options below, you may be eligible to offer occupational courses for dual enrollment credit.

* OPTION A: Master’s degree in the teaching field
* OPTION B: Master’s degree in any field with 18 graduate semester hours in the teaching field.
* OPTION C Provisional: Master’s degree in any field and 3 years teaching experience grades 9-12
* OPTION D Provisional: Bachelor’s degree in the field and teaching experience grades 9-12
* OPTION E Provisional:
  + Successful completion of secondary education teacher preparation program from an accredited college or university, AND
  + passing score on the AEPA/NES subject knowledge exam or similar out-of-state exam, AND
  + 3 years teaching experience grades 9-12
* OPTION F: 5 years of occupational experience in the field to be taught, OR
* OPTION G: 3 years of occupational experience in the field to be taught and a Bachelor’s degree, OR
* OPTION H: Journeyman certification in the field to be taught, OR
* OPTION I: Master’s degree in any field with a combination of 24 upper division and/or graduate credits in the field to be taught

# Academic Courses

Academic courses apply to college degrees and usually satisfy general education requirements. If you meet any one of the qualification options below, you may be eligible to offer academic courses for dual enrollment credit.

* OPTION A: Master’s degree in the teaching field
* OPTION B: Master’s degree in any field with 18 graduate semester hours in the teaching field.
* OPTION C Provisional: Master’s degree in any field and 3 years teaching experience grades 9-12
* OPTION D Provisional: Bachelor’s degree in the field and teaching experience grades 9-12
* OPTION E Provisional:
  + Successful completion of secondary education teacher preparation program from an accredited college or university, AND
  + passing score on the AEPA/NES subject knowledge exam or similar out-of-state exam, AND
  + 3 years teaching experience grades 9-12

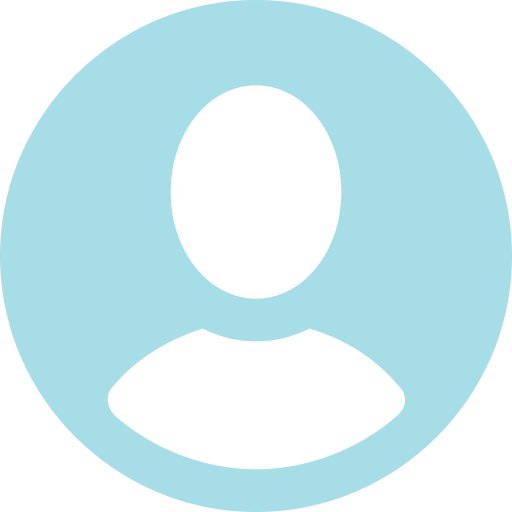
**Qualified to teach?** Submit this [interest form](https://docs.google.com/document/d/1crOZtp-Bc2I5fOSI0xugpSauwgkpi8taNRekZeqGIZI/edit?usp=sharing) to your high school or college dual enrollment liaison.

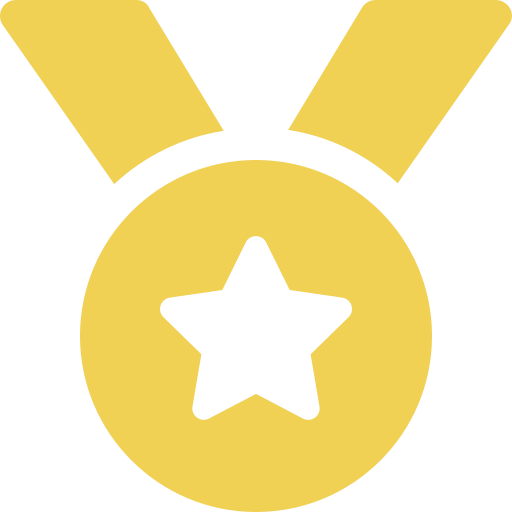




How do we increase the number of English and Math dual enrollment classes?

1. Employ strategic scheduling to maximize dual enrollment classes that are taught by college-qualified high school teachers.



Dual enrollment teachers are MVPs. Develop a school (or district) schedule to leverage the asset of their qualification status. Since dual enrollment classes usually require less contact time than the high school class, the instructor could be assigned to two classes in the same period and scheduled on different days or assigned to two campuses.

* Schedule an instructional aide to offer supplemental instruction outside of the college course.
* Schedule dual enrollment teachers with a single course prep.
* Offer fuel reimbursement for teachers that travel to more than one campus.
* Offer at least one Algebra-sequence Math course (e.g College Algebra, Precalculus, and/or Calculus) **and** College Mathematics, which is most likely a Senior year math elective course.

If a high school teacher offers a class for college credit that is outside of the high school day (teacher contract), the instructor may be paid by the college usually at the adjunct instructor pay rate. This is also referred to as concurrent enrollment.

* Use 0 or 8 hour scheduling.
* Offer a Saturday or summer class on the high school campus.



2. Schedule college faculty on the high school campus.

Dual Enrollment classes that are scheduled on the high school campus and taught by college faculty are often called concurrent enrollment. Since college classes usually require less contact time than the high school class, the instructor may be scheduled two or three-days per week for the required contact hours. When college faculty teach on the high school campus the instructors are paid by the college unless otherwise negotiated. The LEA may continue to include the student in Average Daily Membership (ADM) if the student satisfies required hours in high school dual enrollment or standard classes.

* Schedule an instructional aide to offer supplemental instruction outside of the college course days and times.