BALTIMORE COUNTY PUBLIC SCHOOLS

Division of Curriculum and Instruction

Department of Academic Services

Early College Access Programs

Overview for Students and Parents
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Introduction

The Board of Education of Baltimore County (Board) has one goal – to prepare each child to graduate ready to enter their chosen career, career training, military training, or credit-bearing college coursework. Our work is to provide the necessary supports from preschool through high school that will deliver on this promise.

According to *The Compass: Our Pathway to Excellence* Focus Area 1: Learning, Accountability, and Results, we must increase achievement for all students while preparing a variety of pathways to prepare students for career and college.

Early College Access programs have been developed in order to meet *The Compass’* goal to provide excellence in student achievement that is grounded in effective responsive teaching of a rigorous, inclusive curriculum aligned to standards and to promote high levels of achievement for all students. We will close existing gaps by increasing students’ access and opportunity to pathways that prepare them for college and career.

In addition, the Blueprint for Maryland’s Future established a number of requirements designed to increase college readiness and degree completion in Maryland. In response, Baltimore County Public Schools has increased the number of dual enrollment programs available to students.

The purpose of this manual is to:
- Provide students, parents, and school-based personnel with information about the dual enrollment programs offered to Baltimore County Public School Students.
- Provide students, parents, and school-based personnel with the procedures to follow to ensure proper registration of students in dual enrollment programs.

Dual Enrollment Programs

“Dual Enrollment” refers to a series of programs in which a student is dually enrolled in a BCPS high school and a Maryland University System college or university. Below is a list of the different Dual Enrollment programs offered to BCPS students.

**Senate Bill 740/Early College Access Program and Blueprint for Maryland’s Future**

Senate Bill 740 mandates that high school students may take college courses at any Maryland University System college or university with a 25% discount on the price of the tuition. Beginning in the 2023-2024 school year, Blueprint for Maryland’s Future mandates that school systems shall provide all students who meet College and Career Ready Standards access to at least one of three college and career readiness pathways at no cost to the students: Competitive Early College Preparatory Programs such as Advanced Placement; Early College or Dual Enrollment Programs; and/or Career and Technical Education Programs.
Tuition Free Program
The Tuition Free Program is an early college access program offered to BCPS high school freshmen, sophomores, juniors, and seniors in partnership with the Community College of Baltimore County (CCBC). BCPS High School students may take an unlimited number of non-credit-bearing remedial courses, non-credit-bearing courses that lead to industry credentials, and credit-bearing courses tuition free during any semester (summer, fall, winterim, and/or spring). CCBC will pay 50% of the tuition and BCPS will pay 50% of the tuition. BCPS will also pay for the students’ fees and books.

Dual Credit Program
The Dual Credit Program is an early college access program offered to BCPS high school students. Dual Credit courses are approved college courses that meet high school graduation requirements for Maryland and standards of rigor for BCPS. The Dual Credit Program in partnership with CCBC offers select, pre-approved college courses that provide both high school and college credit for BCPS students attending CCBC. Please visit the Office of College and Career Readiness website for a current list of CCBC/BCPS Dual Credit Courses.

Note: Students who wish to take a college course for both college and high school credit at a college/university other than CCBC are required to submit a Request for Courses Taken Outside of BCPS for High School Credit form prior to registration. Please allow 60 days for processing this request. The Request for Courses Taken Outside of BCPS for High School Credit form can be found on the Office of College and Career Readiness website.

Diploma to Degree Program (D2D)
The Diploma to Degree Program is an early college access program for high school students in partnership with CCBC. The D2D Program is designed for students who want to simultaneously earn an Associate’s degree from CCBC and a high school diploma from BCPS. Students typically begin this program in tenth grade and are focused on academic rigor and preparation for the twenty-first century workforce. All early college access discounts apply.

Diploma to Career Program (D2C)
The Diploma to Career Program is an early college access program for high school students in partnership with CCBC. The D2C Program is designed for students who want to earn sought after certificates in fields of study that will lead to greater job opportunities and enhanced hiring potential upon graduation from high school. This includes articulated credit for Career and Technology Education (CTE) completers. All early college access discounts apply. Visit the Career and Technical Education website to learn more information about CTE completer programs.

On-Location Courses
On-location courses are CCBC college-level, credit-bearing and/or continuing education courses that lead to an industry certification offered at select high school sites during the school day and/or after school for BCPS high school students. These courses are taught by CCBC professors.
The Early College Magnet Program (ECP) at Woodlawn High School (WHS)
The Early College Program at Woodlawn High School is a BCPS magnet program. The ECP at WHS is designed to provide students with a college preparatory program that combines the high school and college experience in a supportive, yet rigorous educational environment. Through a partnership with CCBC, students have the opportunity to simultaneously earn a high school diploma and an associate of arts degree or up to 60 credits toward a bachelor’s degree. Students earn credits through course work completed at both the high school campus and at the community college campus. Professors from CCBC teach on-location for freshmen and sophomores. Juniors and seniors attend WHS half day and then travel to CCBC half day to take their college courses on campus. College credits, college books and all college fees are free to participating magnet students. Dual credits and articulated college credits may be earned from CCBC. Please visit the BCPS Magnet Programs website for more information.

The Pathways to Technology Early College High School (P-TECH) at Dundalk High School (DHS) and Owings Mills High School (OMHS)
P-TECH schools are innovative grade 9 to 14 public schools that create clear pathways from high school to college and career for young people from all academic backgrounds. In six years or less, students graduate with a high school diploma and a no-cost, two-year associate degree. Each P-TECH school works with industry partners and CCBC to ensure an up-to-date curriculum that is academically rigorous and economically relevant. The program also includes one-on-one mentoring, workplace visits and skills instruction, paid summer internships and first-in-line consideration for job openings with a school’s partnering company.

Dual Enrollment Program Guidelines
1. Dual Enrollment provides an opportunity for students to prepare for the rigors of college academics and college life while saving money and time. However, there are some guidelines in place to ensure all BCPS students stay on track to graduate high school on time with their cohort: Each school year begins in September and ends in August. Any Dual Enrollment courses taken by rising freshmen over the summer will be applied to their high school transcript. Any Dual Enrollment courses taken by rising sophomores, juniors, and seniors over the summer will be applied to their transcript for the grade-level the student was in the previous June.
2. Students who wish to take Dual Enrollment courses must meet with their school counselor in order to complete the necessary paperwork and have the course(s) added to their high school schedule for the upcoming school year by August 15 of each school year. Students who wish to take college-level, credit-bearing courses must take and pass the college’s/university’s placement test on or before August 15.
3. Students who test into credit-bearing, college-level courses after August 15 may not be permitted to drop their scheduled year-long high school courses in order to enroll in dual-credit courses.
4. Students who do not test into college-level, credit-bearing courses by August 15 of each school year must be enrolled in all high school courses required by BCPS to ensure the student remains on track to graduate high school on time with his/her/their cohort.
5. No senior may take a dual-credit course that is required for high school graduation in
spring semester of his/her/their senior year.

6. Early release will not be granted for students to take non-credit-bearing, remedial courses in lieu of their high school graduation requirements.

7. Early release for non-credit-bearing courses that lead to industry certification may be awarded to students. The decision to release a high school student early to take non-credit-bearing courses that lead to industry certification rests with the administrators at the student’s high school.

8. The decision to release a high school student early to take non-remedial, credit-bearing courses rests with the administrators at the student’s high school.

Dual Enrollment Process for Students

Enrollment Process for Dual Enrollment Programs in Partnership with CCBC

Students who wish to enroll in the Tuition Free, Dual Credit, Diploma to Degree, and/or Diploma to Credential Program(s) through CCBC should follow the steps below:

1. Students complete the CCBC Application of Admission by visiting the CCBC website.
2. Students complete an Early College Access Program Consent Form by visiting the CCBC website.
3. Students complete the CCBC English and Math Assessments for Placement in Credit-bearing Courses:
   - English Placement:
     - Students with an unweighted cumulative GPA of 2.5 or higher may submit their transcripts to ecap@ccbcmd.edu
     - Students with an unweighted cumulative GPA of less than 2.5 or no cumulative GPA can:
       - Complete the Accuplacer Next Generation Reading Exam
       - Submit a SAT Critical Reading score of 480 or higher or ACT English/Reading score of 21 or higher
       - Submit Advanced Placement (AP) scores of 3 or higher on the AP English Language or AP English Literature end-of-course exams.
   - Math Placement:
     - Complete the ALEKS Math Assessment
     - Submit a SAT Math score of 530 or higher or ACT Math score of 21 or higher
     - Submit Advanced Placement (AP) scores of 3 or higher on an AP Math end-of-course exam. Please consult your school counselor.
4. Students register for classes, pick up their textbooks, and meet with their school counselor to provide proof of dual enrollment, request dual credit (if applicable), sign the school’s Early College Access Consent Form, and adjust their schedule if necessary.
Process for Requesting Dual Credit Courses through CCBC
Taking a college-level course for dual credit through CCBC is a student’s choice. However, the following steps must be followed:

1. Confirm that the course you wish to take is on the approved BCPS/CCBC Dual Credit List. Inform your school counselor that you wish to take the college course for both college and high school credit by August 15.
2. Sign, and have your parent sign the Early College Access Program Consent Form, and submit it to your school counseling office.
3. Confirm that the school counselor has placed the BCPS “COLL” course number/name on your BCPS schedule. If you have a full high school schedule, the “COLL” course will be placed in the “COLL” meeting time.

Enrollment Process for Dual Enrollment Programs at Maryland University System Schools, Non-CCBC
Students who wish to enroll in credit-bearing college courses at Maryland University System Schools other than CCBC should follow the steps below:

1. Make an appointment with your school counselor to discuss program options and determine your unweighted grade point average.
2. Complete the school’s application for admission.
3. Meet with an Admissions Counselor at the college/university to discuss assessment and placement testing.
4. Register and pay for classes.
5. Meet with your school counselor to provide proof of dual enrollment, sign the school’s Early College Access Consent Form, and adjust your schedule if necessary.

Process for Requesting Dual Credit Courses through Maryland University System Schools, Non-CCBC
Taking a college-level course for dual credit through a Maryland University System School other than CCBC may be possible. To determine if the course you are interested in taking for Dual Credit at a Maryland University System School other than CCBC is possible, please complete the following steps:

1. Submit the Request for Courses Taken Outside of BCPS for High School Credit form in order to secure approval from the appropriate BCPS Curricular Office. The Request for Courses Taken Outside of BCPS for High School Credit form can be found on the Office of College and Career Readiness website. The form must be submitted 60 days prior to registration.
2. Inform your school counselor that you wish to take the college course for both college and high school credit by August 15.
3. Sign, and have your parent sign, the school’s Early College Access Programs Consent Form
4. The school counselor will then place the BCPS “COLL” course number/name on your BCPS schedule. If you have a full high school schedule, the “COLL” course will be placed in the “COLL” meeting time.
Process for Dropping Dual Credit Courses
A student may request to withdraw from (drop a) dual credit course from his/her/their high school schedule prior to the college’s drop/add date. However, if a student requests to drop a dual credit course from his/her/their high school schedule after the college’s drop/add period, it will be permanently represented on the student’s high school transcript by a W (withdrawn).

Related Grading and Reporting Policies

• Students who take college-level, credit-bearing dual credit classes will earn the following quality points per grade:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Quality Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>6</td>
</tr>
<tr>
<td>B</td>
<td>5</td>
</tr>
<tr>
<td>C</td>
<td>4</td>
</tr>
<tr>
<td>D</td>
<td>1</td>
</tr>
<tr>
<td>F/E</td>
<td>0</td>
</tr>
</tbody>
</table>

• Students who take non-college-level, non-credit bearing dual credit classes will earn the following quality points per grade:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Quality Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4</td>
</tr>
<tr>
<td>B</td>
<td>3</td>
</tr>
<tr>
<td>C</td>
<td>2</td>
</tr>
<tr>
<td>D</td>
<td>1</td>
</tr>
<tr>
<td>F/E</td>
<td>0</td>
</tr>
</tbody>
</table>

• If a student chooses to repeat a high school class at a college for dual credit, only the highest grade and associated quality point earned will be used to calculate the student’s high school unweighted grade point average (GPA) and weighted quality point average (QPA).

• Both course attempts will always appear on the transcript, both will have the letter grade the student earned in the course. Only the attempt with the higher grade will have credits earned and be counted in the GPA/QPA. In the event the student earns the exact same grade, the college-level quality points will be awarded.

Billing Process

Billing Process for Students in Dual Enrollment at CCBC
Students will not be billed for tuition, fees, or books for their CCBC Dual Enrollment classes.

Transferring CCBC College Credits to 4-year Colleges and Universities
The Articulation System for Maryland Colleges and Universities (ARTSYS) has been designed to provide students who begin their college careers at a community college with information about how to transfer their credits to Maryland four-year institutions of higher education. Please
visit the ARTSYS website for more information.