



**DORAL COLLEGE DUAL ENROLLMENT AGREEMENT 2022-2023**

**Program Information**

**Program Type:** Associate in Arts, Liberal Studies\*

**Required Credit Hours for Completion:** 60 credit hours

**Credential for Satisfactory Completion:** Associate in Arts Degree

*\*The following agreement shall apply to all dual enrollment students, including degree seeking, non-degree seeking, and SLS ONLY students.*

**Student Information**

**First Name:** \_\_\_\_\_

**Last Name:** \_\_\_\_\_

**DOB:** \_\_\_\_\_

**Home School Attending:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City, State, Zip:** \_\_\_\_\_

**Expected High School Graduation Year:** \_\_\_\_\_

**District School ID Number:** \_\_\_\_\_

**Costs**

*In accordance with Florida law pertaining to high school students, Doral College does not, under any circumstances, charge its students any tuition, fees, or other costs regardless of course selection, number of credits taken, drop/withdraw, etc.*

**Tuition & Fees:** Doral College dual enrollment students are not charged any tuition or fees, regardless of course selection.

**Books and other costs:** Doral College dual enrollment students are not charged for the cost of books, other supplies, or other goods or services. Necessary books and supplies vary as per a student’s course selection and will be provided at no cost to the student.

**Refund Policy:** As dual enrollment students are not charged tuition, fees, or other book/supply costs, refunds do not apply.

**Other Considerations:** The cost per credit is paid by the partner school upon execution of a Memorandum of Understanding (MOU) with Doral College. Students’ course selections are submitted by the affiliate school’s dual enrollment advisor.

**Eligibility & Registration Information**

**Eligibility:** Students are required to meet the College’s dual enrollment eligibility requirements as published, including having the requisite minimum grade point average (GPA) and test scores. See the website or College Catalog & Student Handbook for more information.

**Start of classes:** Doral College offers courses during the Fall, Spring, and Summer semesters. Semester dates are clearly stated on the Academic Calendar posted on the College website.

**Class Schedule:** A student’s course selection determines his or her class schedule. Class times and days are available to student, as applicable, at the time of registration. Course selections are submitted by the affiliate school’s dual enrollment advisor.

**Term of Enrollment\*:** A student shall be eligible to enroll in classes at the College through dual enrollment as long as he or she attends an affiliate school with which the College has an MOU. That eligibility terminates once a student graduates high school, at which point the student may apply to the college as an undergraduate, self-pay student.

*\*SLS ONLY students will only be permitted to enroll in SLS 1101: College Success, until/unless they are admitted to degree or non-degree seeking status.*

**Dropping/Withdrawing from a Course**

Should a student wish to drop/withdraw from a course, they may do so by contacting their school’s dual enrollment advisor. The following details apply:

**Dropping a course during the grace period**

The grace period for each semester is listed on the academic calendar. During this time, students may drop courses without penalty. Dropped courses will not appear on the student’s transcript.

**Course Withdraw**

After the grace period has passed, students will be required to either remain in a course or withdraw by the withdraw deadline listed on the academic calendar. For withdraws, courses will appear on a student’s transcript with a grade of “W” but do not impact the student’s grade point average (GPA).

**Withdraw Restrictions**

Students should consider withdrawing from a course only when they have no other alternative. Once a student has withdrawn from three (3) or more courses, they will be placed on an advising hold and will be unable to re-enroll until cleared.

**Student Rights & Responsibilities**

Students have the right to file a grievance as described in the College Catalog & Student Handbook. Students who feel that a complaint is unresolved may refer their complaint to:



Executive Director, Commission for Independent Education  
 325 West Gaines Street, Suite 1414  
 Tallahassee, FL 32399-0400  
 (850) 245-3200 or toll free (888) 224-6684

And/or

Executive Director, DEAC  
 1101 17th Street NW, Suite 808  
 Washington, DC 20036  
 ATTN: COMPLAINTS

Students have the right to choose their courses and to drop/withdraw from courses by contacting their school's dual enrollment advisor. Students have the right to communicate with their instructors and administrative staff within the academic day, or with reasonable accommodation after hours. Students with disabilities have the right to reasonable accommodations under federal, state, and local laws. Students may see the Catalog & Student Handbook (available on the College website) for more details or contact the student affairs help desk with any questions. Each student is subject to federal, state, and local laws, and all rules and regulations of the College. Violations of published laws, rules and regulations may result in disciplinary action as described in the College Catalog & Student Handbook.

**Rights & Responsibilities of the College**

Doral College is dedicated to maintaining an environment which fosters student success for dual enrollment students, including offering the opportunity to earn an Associate in Arts degree. The College does its best to protect the rights of students, as described in the College Catalog & Student Handbook, and expects all students to act responsibly. The College is responsible for providing accommodations for students with disabilities, protecting student privacy under FERPA, and complying with all other applicable federal, state, and local laws and regulations. Doral College provides equal access and equal opportunity to all students and applicants in regards to educational services and employment. Attendance at the College is a privilege, and the College reserves the right to establish rules and regulations to promote its mission and protect its interests.

**Student Agreements & Acknowledgements**

Upon acceptance, students agree to the following conditions:

"I understand this information represents the requirements for my degree completion through Doral College as long as I am in good academic standing in accordance with the College Catalog & Student Handbook and complete the required credit hours within the term of enrollment. I understand that this document will constitute a binding agreement upon acceptance by the institution and myself, and that it ensures my right to continuously enroll in courses with Doral College until I graduate high school or parental permission is revoked in writing, subject to satisfactory academic progress. Furthermore, I understand that I am enrolling in the College as a dual enrollment student, and that courses I take and grades I receive will be communicated to my school, will appear both on my middle/high school and Doral College transcripts, and will be calculated into both my middle/high school and Doral College grade point averages (GPAs). I understand dual enrollment courses become a part of my permanent college academic transcript.

I understand that Doral College is accredited by the Distance Education Accrediting Commission (DEAC) ([www.deac.org](http://www.deac.org)). DEAC is listed by the U.S. Department of Education as a recognized accrediting agency and is also recognized by the Council for Higher Education Accreditation (CHEA). Furthermore, I understand that Doral College participates in the Florida State Course numbering system (SCNS), which facilitates transferability of credit among participating institutions. Transferability of credit is ultimately at the discretion of the accepting institution, and it is my responsibility to confirm whether credits will be accepted. Doral College has not made and will not make any guarantees of employment or salary upon my graduation. Doral College offers its students support in their post-graduation endeavors, including college transfer assistance, but I understand that it is my responsibility to seek out those services.

I agree to comply with the College's rules and policies (including but not limited to those outlined in the College Catalog & Student Handbook), and understand that the College has the right to terminate this contract and my enrollment at any time for any reason, including Academic Withdraw and Disciplinary Sanction, as outlined the catalog. I understand that Doral College reserves the right to change course structure, calendars and curriculum, and that I will be notified of any changes that affect me. I understand drop and withdraw dates are stated in the Academic Calendar, and that I may only drop/withdraw through my school's dual enrollment advisor. Lastly, I acknowledge that I have access to and have read the College Catalog & Student Handbook, as well as this Enrollment Agreement."

**Student Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Parent/Guardian Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Doral College Representative:** \_\_\_\_\_

**Date:** \_\_\_\_\_