



**PARTNERSHIP DUAL ENROLLMENT AGREEMENT**  
STUDENT Partnership Dual Enrollment ID \_\_\_\_\_

This agreement outlines the basic requirements, process and tuition reimbursement policies of Dual Enrollment (DE) through Gull Lake Community Schools (GLCS) Partnership.

**PROGRAM REQUIREMENTS**

1. Eligibility - to participate in the DE Program through the GLCS Partnership, you must:
  - a. Be in grades 9-12.
  - b. Enrolled in the GLCS Partnership. Student may not be enrolled in any other public school program.
  - c. Maintain enrollment in at least one high school course hosted by GLCS.
  - d. Utilize a personal email address for Partnership communication.
2. DE Steps
  - a. Complete an initial consultation session with a Partnership DE Assistant.
  - b. Apply (online or in-person) and be admitted to the college/university of your choice. Select Gull Lake Partnership as your school (not "home school")
  - c. Take the ACCUPLACER (or other type of placement test per the recommendation of your college).
  - d. Meet with a college and/or GLCS Counselor to discuss your upcoming semester's schedule of courses.
  - e. Schedule and attend an orientation at that college.
  - f. Choose to enroll in up to **four** college courses per semester. You cannot take more classes in the 2nd semester than in the 1st semester.
3. Tuition Reimbursement Process
  - a. For KVCC and WMU: Once you create your college semester's course schedule, then register for courses and submit a tuition reimbursement request for approval to GLCS Administration.
  - b. For KCC: Submit a request for tuition reimbursement listing your intended course schedule, receive approval for those courses from GLCS, and then register for those approved classes at KCC.
4. Other Considerations
  - a. College courses that are offered during the summer--or of a hobby, craft, recreational, physical education, or religious education nature--are not eligible for DE tuition support.
  - b. If you choose to receive a diploma from GLCS, all college courses will be recorded on your high school transcript as 1.0 high school credit for each 3-4 credits college course and calculated into your GPA.
  - c. Grades earned in the DE program become a permanent part of your college transcript.
  - d. GLCS pays an allotted amount **per course**. You must pay any tuition, fees, or other costs that are ABOVE the amount allowed under the GLCS tuition reimbursement policy. Textbook costs may be reimbursed if funds are remaining after tuition and other fees are paid. You will pay for your books initially and save receipts.
  - e. **You are not eligible for any college scholarships, federal financial aid, or any other grants while receiving DE tuition reimbursement from GLCS.**
  - f. If you fail a DE course, or withdraw after the official drop deadline has passed (as set by your college of choice), you will be required to reimburse the district for expenses that were paid to the college/university.
  - g. If you perform poorly in a DE course (i.e., by receiving a grade of D or E), your continued participation in the program could be impacted. Additionally, a D or E may impact future financial aid eligibility in college.
  - h. A 5th year of college DE is available only through the GLCS Early College Program and you must apply to that program before your 11th grade year begins.

I have read/understood all of the above requirements and considerations of the GLCS Partnership DE Program:

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent(s)/Guardian(s) Signature \_\_\_\_\_ Date \_\_\_\_\_