

**MEMORANDUM OF UNDERSTANDING  
FOR DUAL ENROLLMENT IN HIGH SCHOOL COURSES**

This agreement outlines the expectations for dual enrollment in on line courses in Transylvania County Schools. The purpose of the agreement is to protect the integrity of academic and extra-curricular programs in Transylvania County Schools and make consistent the expectations for all students taking dual enrollment courses. This will ensure that Transylvania County Schools can provide parents and students with a positive and high quality dual enrollment experience.

The parent/guardian and the school agree to the following:

1. The parent/guardian will complete the enrollment process at the appropriate school and produce all required documentation (e.g., birth certificate, immunization records, etc.).
2. Students who take only on line courses must register through Davidson River School. Students who take on line courses in addition to attending a school campus will be registered and monitored at the school site of attendance.
3. Students who take on line courses must produce documentation of their enrollment in a non-public education program (e.g., private, parochial, or home school).
4. Per Policy JECA, students must be enrolled for a minimum of one half of the school day (at least 2 periods/blocks). In order for students to be eligible to participate in athletics/extra-curricular activities, at least 1 of the 2 minimum required periods/blocks must be taken on the school campus for the entire school year after the initial enrollment.
5. The school principal holds the final decision regarding course selection.
6. The enrolling school will maintain all academic records in NC WISE and produce a progress report every 4½ weeks and a report card every 9 weeks. Report cards will be available for pickup one week after the end of the grading period.
7. Students enrolled in on line courses must complete no less than 90 hours of active instruction in each NovaNet course with a minimum grade of 70. Progress will be monitored on a quarterly basis.
8. Students must meet all applicable state and local standards for course credit, testing, and promotion, including North Carolina End of Course Tests. Students who do not complete required tests will not be re-enrolled. English 12 will not be offered as an on-line course.

Parents/guardians and the school must sign this agreement before a student can enroll in school. Please note that Transylvania County Schools has a limited number of portals for some on-line programs. There may be times when the number of students attempting to use the program exceeds the number of portals available. In such cases, students may temporarily lose access to the program.

School: \_\_\_\_\_ Student: \_\_\_\_\_

\_\_\_\_\_  
Principal Signature \_\_\_\_\_ Date \_\_\_\_\_ Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

APPROVED BY BOARD  
AND EFFECTIVE 2/6/06  
REVISED 8/18/08  
REVISED 6/18/12