

**NORTHWEST FLORIDA STATE COLLEGE  
COLLEGIATE HIGH SCHOOL PROGRAM  
Okaloosa County Contract – 2023-2024**

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This CONTRACT agreement between Northwest Florida State College (NWFSC) and The School Board of Okaloosa County in the State of Florida acknowledges the existing Collegiate High School at Northwest Florida State College (CHS), a Charter Collegiate High School, as meeting the requirements for establishing a Collegiate High School Program for the NWFSC service area in accordance with §1007.273 F.S.

The Collegiate High School at Northwest Florida State College meets or exceeds the minimum requirements of a Collegiate High School Program in accordance with §1007.273 F.S.

<b>Minimum Requirements</b>	<b>Collegiate High School at NWFSC</b>
Is available to eligible public school students in grade 12 (grade 11 is optional);	Is available to eligible public, private, and home-school students in grades 9-12.
Allows eligible students to participate for at least one full school year;	Allows eligible students to participate for up to four full school years.
Allows eligible students to earn CAPE industry certification(s); and	Allows eligible students to earn CAPE industry certification(s); and
Allows eligible students to complete 30 college credit hours through early admission, i.e. full-time dual enrollment, towards an associate or baccalaureate degree.	Allows eligible students to complete at least 30 college credit hours through early admission, i.e. full-time dual enrollment, towards an associate or baccalaureate degree.

**THE FOLLOWING FURTHER DEFINES THE COLLEGIATE HIGH SCHOOL PROGRAM AS REQUIRED IN ACCORDANCE WITH §1007.273 F.S.**

The Collegiate High School is a charter high school that is part of the Okaloosa County School District. This public school is operated by Northwest Florida State College and located on the college's Niceville campus. The Collegiate High School is fully accredited by AdvancED.

**GRADE LEVELS**

The Collegiate High School provides eligible 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, and 12<sup>th</sup> grade students the opportunity to simultaneously earn a standard high school diploma or CTE diploma and transferable college credits or a college degree.

## DESCRIPTION OF THE PROGRAM

The Collegiate High School offers a Collegiate-Dual Enrollment program of study, through which students enroll in regular Northwest Florida State College college-credit courses and earn both high school and college credit for these classes. This program of study meets statutory requirements for a standard high school diploma or a CTE diploma and either an Associate in Arts or Associate in Science college degree. Students may individualize the Associate in Arts degree to meet the specific pre-requisite requirements of more than 200 Florida university bachelor's degree programs through Northwest Florida State College's vast selection of more than 250 different college courses. Students who earn the AA degree are guaranteed admission and a seamless transfer of college credits to meet degree requirements in the Florida university system and may also transfer credits to universities nationwide. The option to earn a technically oriented Associate in Science degree is also available.

A Pre-Collegiate program of study assists students who are not yet prepared to directly enter a full program of college level classes and provides students the opportunity to increase their skills to the college level through an individualized program of study. Upon successful completion of the Pre-Collegiate program of study, students may enter the core Collegiate-Dual Enrollment program of study and enroll in a full slate of college credit classes.

### I. DELINEATION OF THE COURSES OFFERED

In general, 9<sup>th</sup> and 10<sup>th</sup> grade students participate in a high school curriculum complemented with some dual enrollment courses while 11<sup>th</sup> and 12<sup>th</sup> grade students primarily dual enroll.

Typical courses offered are summarized in the table below. Student options are varied based on prior completion of high school credits and student placement scores.

Typical 9 <sup>th</sup> Grade Curriculum for AS Program	
Fall	Spring
English I Honors (1001320)	
Biology I Honors (2000320)	
World History Honors (2109320)	
Geometry Honors (1206320), Algebra II Honors(1200340), or College Level Math Courses*	
Four College Level Courses Based Upon AS Program of Study Course Progression	

\*Students who have successfully completed Geometry or Algebra II are allowed to dual enroll in mathematics courses during their tenth grade year. The mathematics courses are determined based on placement scores and may include but are not limited to: MAT 1033A-Intermediate Algebra, MAC 1105-College Algebra, MAC 1140-Precalculus, MAC 2311-Calculus, MGF 1106-Practical Applications of Math, MGF 1107- Math in Society, STA 2023-Statistics.

\*\* The choice of these courses depends on the students' choice of Associate in Science program track.

<b>Typical 10<sup>th</sup> Grade Curriculum for AS Program</b>	
Fall	Spring
Chemistry I Honors (2003350)	
English II Honors (1001350)	
American History Honors (2100320)	
Geometry Honors (1206320), Algebra II Honors (1200340), or College Level Math Courses*	
Three College Level Courses Based Upon AS Program of Study Course Progression	
	SLS 1101 College Success (College Level)
<b>Typical 10<sup>th</sup> Grade Curriculum for AA Program</b>	
Fall	Spring
Chemistry I Honors (2003350)	
English II Honors (1001350)	
American History Honors (2100320)	
Geometry Honors (1206320), Algebra II Honors(1200340), or College Level Math Courses*	
SLS 1101 College Success (College Level)	REA 1205- Reading Across the Genres (College Level)

\*Students who have successfully completed Geometry or Algebra II are allowed to dual enroll in mathematics courses during their tenth grade year. The mathematics courses are determined based on placement scores and may include but are not limited to: MAT 1033A-Intermediate Algebra, MAC 1105-College Algebra, MAC 1140-Precalculus, MAC 2311-Calculus, MGF 1106-Practical Applications of Math, MGF 1107- Math in Society, STA 2023-Statistics.

During 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, and 12<sup>th</sup> grades, dual enrollment courses available to CHS students consist of standard college credit courses of three or more semester hours, exclusive of college preparatory and other forms of pre-collegiate instruction and physical education courses that focus on the physical execution of a skill rather than the intellectual attributes of the activity. Courses offerings vary semester to semester and may be viewed at the College's website: <https://ps-stureg.nwfsc.edu/StudentRegistrationSsb/ssb/term/termSelection?mode=search>. A list of the state approved college courses for dual enrollment can be found online at <https://www.fldoe.org/policy/articulation/>.

Collegiate High School students have the opportunity to earn a limited number of original credits applicable to the high school diploma and/or the associate degree during the summer months. Students must get approval from the CHS Coordinator of Student Services prior to registering for summer classes.

#### **a. INDUSTRY CERTIFICATIONS OFFERED**

CHS students are eligible to participate in CAPE industry certification(s)/vocational-credit courses during school hours, after school hours, and during the summer term. Students shall have a cumulative, unweighted grade-point average (GPA) of 2.0 or above on high school course work, or the recommendation of the principal and the approval of the College if the

GPA is less than 2.0. A complete list of CAPE eligible industry certifications is available on the Florida Department of Education website.

**b. ONLINE COURSE AVAILABILITY**

CHS students are not allowed to take online classes without the recommendation of the high school counselor and the approval of the CHS Principal.

**c. HIGH SCHOOL AND COLLEGE CREDITS EARNED**

Students earning passing grades in dual enrollment courses will receive both high school units creditable toward high school graduation and college credits applicable to an associate degree or other college program. For a three or four credit college course, a student will simultaneously earn the appropriate number of hours of college credit and .5 Carnegie units applicable toward high school graduation, except for those courses for which 1.0 Carnegie units are awarded per state guidelines. A list of the state approved college courses for dual enrollment can be found online at <https://www.fldoe.org/policy/articulation/>.

College credits earned under this program will be duly entered on the student’s College transcript as well as on the student’s high school transcript. Students may review their college course records online by logging into RaiderNet at <https://www.nwfsc.edu/>.

**d. STUDENT ELIGIBILITY CRITERIA**

The school has an open admissions policy. If the number of eligible applicants exceeds the capacity of a program, grade level, class or building, all students shall have an equal chance of admission through a random lottery selection process. The Collegiate High School Governing Board determines the capacity for each admission period.

The school offers two programs of study: Pre-collegiate and Collegiate/Dual Enrollment. Eligibility requirements are unique for the two programs of study:

<b>9<sup>TH</sup> GRADE ADMISSIONS</b>
<ul style="list-style-type: none"><li><input type="checkbox"/> Completed 2023-2024 Collegiate High School at NWFSC Application received by the established deadline</li><li><input type="checkbox"/> Eligibility for grade level 9 by the last day of the 2022-2023 school year in the public school system the applying student resides</li><li><input type="checkbox"/> Minimum GPA of 2.0 and “C” or better in core subject areas</li></ul>

**ADMISSIONS FOR 10TH, 11TH, AND 12TH GRADES**

<b>PRE-COLLEGIATE PROGRAM</b>	<b>COLLEGIATE PROGRAM</b>
<ul style="list-style-type: none"> <li><input type="checkbox"/> Completed 2023-2024 Collegiate High School at NWFSC Application received by the established deadline</li> <li><input type="checkbox"/> Eligibility for grade level 10 by the last day of the 2022-2023 school year in the public school system the applying student resides</li> <li><input type="checkbox"/> Applicant must have earned the following credits by the last day of the 2022-2023 school year in the public school system the applying student resides:               <ul style="list-style-type: none"> <li><input type="checkbox"/> Five credits for 10th grade, to include an English I , and an Algebra I credit*</li> <li><input type="checkbox"/> Ten credits for 11th grade, to include an English I and English II, and an Algebra I credit*</li> <li><input type="checkbox"/> Seventeen credits for 12th grade, to include an English I, and an Algebra I credit*</li> </ul> </li> </ul> <p>*Algebra I credit will be accepted from out-of-state accredited high schools</p> <p>*Florida Public Schools a passing grade of 3, 4, or 5 is included for Algebra I credit</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Completed 2023-2024 Collegiate High School at NWFSC Application received by the established deadline</li> <li><input type="checkbox"/> Eligibility for grade level 10, 11 or 12 by the last day of the 2022-2023 school year in the public school system the applying student resides</li> <li><input type="checkbox"/> Applicant must have earned the following credits by the last day of the 2022-2023 school year in the public school system the applying student resides:               <ul style="list-style-type: none"> <li>✓ Five credits for 10th grade, to include English I, and an Algebra I Credit*</li> <li>✓ Ten credits for 11th grade, to include English I and English II and an Algebra I credit*</li> <li>✓ Seventeen credits for 12th grade, to include</li> <li>✓ English I and an Algebra I credit*</li> </ul> </li> <li><input type="checkbox"/> Minimum unweighted high school GPA of 3.00 for all credits earned as of the close of the Fall 2022 semester for 10th, 11th and 12th grade applicants for admission purposes, and maintained through the Spring 2023 semester for enrollment purposes.</li> <li><input type="checkbox"/> Minimum college level placement scores in English, Math and reading as documented by valid ACT, SAT and/or PERT scores.</li> </ul> <p>(Scores must be for tests taken within the last two years. Eligibility will be determined by using the highest scores from the subtests of any ACT, SAT, PERT exams taken within the last two years.)</p> <p>*Algebra I credit will be accepted from out-of-state accredited high schools</p> <p>*Florida Public Schools a passing grade of 3, 4, or 5 is included for Algebra I credit</p>

Once a student has been admitted and enrolled at the school, he/she may move between pre-collegiate and collegiate programs (as appropriate per the program eligibility criteria) without repeating the full admission application process. A home-schooled student wishing to graduate and earn a diploma from the Collegiate High School must meet all graduation requirements of the Collegiate High School and must provide evidence that they have notified the appropriate school district in which they would normally attend that they will withdraw their status as a

home schooled student. A student may not be both a home-schooled student and enrolled and graduate from the Collegiate High School.

**e. ENROLLMENT PROCESS**

A complete application packet should be submitted to the Collegiate High School. A sample application for the 2023-2024 Academic Year can be found in Appendix A. Further information on the admission process can be reviewed at <https://chs.nwfsc.edu/o/collegiate/page/admissions>. In general, the application packet includes the following items, with appropriate signatures:

- Collegiate High School Participation Agreement
- Student Information Data Entry Form
- Northwest Florida State College Application for Admission
- Northwest Florida State College Residency Classification Form
- Student Health Information Form
- Social Security Number Verification Form
- English for Speakers of Other Languages/ Intensive English Education Form
- Report of Previous Expulsions, Arrests, Juvenile Justice Actions
- Official Transcripts from all high schools (10<sup>th</sup>-11<sup>th</sup>) or middle schools (9<sup>th</sup>) attended
- Official College Transcripts from all colleges attended (if applicable)
- Official ACT, SAT or PERT Placement Scores within the past two years (10<sup>th</sup>-11<sup>th</sup>)

Once an applicant has been admitted to the school and has accepted the invitation to enroll, he/she is not required to reapply to the school for admission for future enrollment periods unless the student has officially declined to enroll, has been reassigned to zoned school, or has officially withdrawn from the school.

**II. DESCRIPTION OF THE METHODS, MEDIUM AND PROCESS BY WHICH STUDENTS AND PARENTS ARE INFORMED**

Official grade reports (report cards) are issued according to the following schedule. Information provided on the grade reports in accordance with §1003.33 F.S. Separate grade reports corresponding to the separate transcripts are prepared for high school and college grades. Grade reports will be emailed to parents or mailed to the student’s permanent mailing address. College course grades are also available on an individual student basis online at [www.FLVC.org](http://www.FLVC.org) and on RaiderNet using a student’s access password.

<b>Fall Semester</b>	<b>Spring Semester</b>	<b>Summer Semester</b>
Mid-October: Midterm Advisory grades	Mid-March: Midterm Advisory Grades	Mid-June: First Session Final Grades
Mid-December: Semester Final Grades	Mid-May: Final Semester Grades	Early August: Second Session/Long Session Final Grades

Grade reports are prepared on a quarterly basis and submitted to the CHS Office for distribution as appropriate to parents and students. These reports include instructor feedback on attendance, class participation, overall student engagement, and suggestions for academic assistance.

### III. IDENTIFICATION OF INSTRUCTIONAL METHODS AND INSTRUCTORS FOR ALL COURSES

CHS students take face-to-face classes and are only permitted to take online classes with approval.

Instructors' assignments vary semester to semester for dual courses. A list of the college's schedule of classes including instructor assignments is posted on the college website at <https://ps-stureg.nwfsc.edu/StudentRegistrationSsb/ssb/term/termSelection?mode=search> prior to the start of each semester. Instructors assigned to the Collegiate High School teach most courses offered in the typical 9<sup>th</sup> and 10<sup>th</sup> Grade Curriculum:

Typical 9 <sup>th</sup> Grade Curriculum and Instructors		
Fall	Spring	CHS Instructors
English I Honors		Tiffany Sydow
Biology I Honors		Sean Gordon
World History Honors		Savannah Bright
Geometry Honors (1206320), Algebra II Honors(1200340), or College Level Math Courses*		Pending Faculty Assignment
Three College Level Courses Based Upon AS Program of Study Course Progression		Pending Faculty Assignment

### IV. IDENTIFICATION OF STUDENT ADVISING AND PROGRESS MONITORING MECHANISMS

Students enrolling in courses under this program may receive academic advising from the CHS counselor, and NWFSC navigators. CHS counselors will provide personalized academic counseling for these students for both high school and College Plans of Study.

Typical 10 <sup>th</sup> Grade Curriculum and Instructors		
Fall	Spring	CHS Instructors
Chemistry I Honors		Dr. Olga Pizzolato
English II Honors		Pending Faculty Assignment
American History Honors		Courtney Conn
Geometry Honors, Algebra II Honors, or College Level Math Courses*		Pending Faculty Assignment
SLS 1101 College Success	REA 1205- Reading Across the Genres	Iris Strunc

The College provides to the principal a report of mid-term grades for fall and spring terms and final grades each term for students enrolled under the provisions of this agreement. Dual

enrollment students are able to view grades online using RaiderNet. The student's final grade in the college course shall be posted to the student's high school transcript.

## **V. DESCRIPTION OF PROGRAM REVIEW PROTOCOLS AND STUDENT PERFORMANCE REPORTING MECHANISMS**

CHS administration, counselors, and College navigators inform students and parents that dual enrollment courses will be at the depth, breadth, rigor and pace of other college credit courses. The curriculum, content evaluation of performance, and selection of instructional material is the prerogative of the professor in accordance with college-approved syllabi. All courses included in the dual program are subject to the academic standards of the College, including but not limited to qualifications of the faculty, time in the classroom, instructional materials and syllabus content. The College Vice President of Academic Affairs, the College Curriculum Committee, and respective divisions or departments of the College monitor the instructional quality of all college courses per institutional guidelines and the *Statement of Standards for Dual Enrollment/Early College Programs in the Florida Community College System*. Courses offered under the dual program meet or exceed the standards of the Southern Association of Colleges and Schools.

## **VI. DESCRIPTION OF FUNDING ARRANGEMENTS**

State revenue for the District and the College will be in accordance with the provisions of Florida statute.

## **VII. COMPLIANCE**

If any conflict exists between the provisions of this agreement and Florida rule or law, the provisions of law shall prevail.

If any conflict exists between the provisions of this agreement and the Charter agreement in place with The School Board of Okaloosa County, Florida, the Charter prevails.

**VIII. REVIEW OF AGREEMENT**

This agreement is effective upon signature for the 2023-2024 Academic Year and may be amended or renewed annually by mutual agreement of the President of Northwest Florida State College and the Superintendent of Okaloosa County School District.

The School Board of Okaloosa County, Florida

BY: \_\_\_\_\_  
Timothy Bryant, Chairman

ATTEST:

BY: \_\_\_\_\_  
Marcus Chambers, Superintendent of Schools  
Okaloosa County School District

\_\_\_\_\_  
Date

BY: \_\_\_\_\_  
Dr. Devin Stephenson, President  
Northwest Florida State College

\_\_\_\_\_  
Date