



Dual Credit Updates and Pre-Registration

November 11, 2019

Gateway Payment Update

A Message from Shelby Krentz, Director of Dual Credit Opportunities at Gateway

At this time, the dual credit classes should be at the correct dual credit tuition rate. If students see this is not correct, they should contact Gateway to get it fixed. We are currently working with KHEAA and our System Office to get the scholarships added to students accounts. Unfortunately, not all scholarships have been sent and some of the information is incorrect. Therefore, Gateway are holding off applying the scholarships until we get the correct information. We expect this to be in the next couple weeks. Gateway will email the scholars once everything has been applied. Parents need not worry about payments being due as we will not drop any scholar for non-payment. To be clear, an email from myself will go out once all bills are correct. Thanks for partnering with Gateway. Let me know if you have any questions.

Shelby Krentz, Director, Early College Opportunities

859-815-7648 shelby.krentz@kctcs.edu

Canvas Update

Beginning with Spring Registration, all dual credit information can be accessed through Ignite's Dual Credit Canvas site! Scholars can use this site to reach Mrs. Dempsey, get copies of forms, and receive important updates related to dual credit. **Scholars will register for Spring dual credit using Canvas.** Scholars will be invited to the dual credit site as they submit pre-registration paperwork. **Failure to submit paperwork will result in not having access to the Canvas site.**

Dual Credit Reminders for Parents

- Parents should not be in direct contact with their scholar's professors. Please direct all questions related to dual credit grades and progress to our college coordinator, Amanda Dempsey.
- In-progress grades for dual credit are not updated in Infinite Campus. Final grades only are posted.
- Please ask your scholar to log into their online Canvas account and discuss their progress with you.

Pre-Registration for Spring

- Pre-Registration Packets are due to Mrs. Dempsey by November 18
- EdReady diagnostic testing is available for scholars with no ACT score (or an ACT reading score below 20) at 12:45 on Tuesday/Thursday until December 5
- Any EdReady diagnostic testing and completion of study path must be done by December 13
- **Scholars cannot register for class without a qualifying ACT score or completion of EdReady.**

Meetings with Mrs. Dempsey

- Schedule a meeting with Mrs. Dempsey by visiting <http://amandadempsey.youcanbook.me>
- Mrs. Dempsey is committed to teaching her senior scholars on Monday, Wednesday, Friday and is not available for dual credit advising at those times.

Admin Use Only

Teacher Rank: _____

Absences Excused: _____

ACT: E ___ M ___ R ___ C ___ EdReady _____

Absences Unexcused: _____

Dual Credit Pre-Registration Form Spring 2020

Name	
Grade	
College	Biomed Design Engineering Education Pre-Nursing
Home High School	
Current College Courses	<input type="checkbox"/> I am not taking college courses right now. Monday/Wednesday/Friday: <input type="checkbox"/> English 101 (Current Grade _____) <input type="checkbox"/> History 101 (Current Grade _____) <input type="checkbox"/> History 108 (Current Grade _____) <input type="checkbox"/> Spanish 101 (Current Grade _____) Tuesday/Thursday: <input type="checkbox"/> Communications 252 (Current Grade _____) <input type="checkbox"/> Psychology 105 (Current Grade _____) <input type="checkbox"/> Music 100 (Current Grade _____) <input type="checkbox"/> History 114 (Current Grade _____) Other: <input type="checkbox"/> _____ (Current Grade _____) <input type="checkbox"/> _____ (Current Grade _____)
If you currently take courses with Gateway, please enter your Gateway info below.	
Gateway Email Address	
Gateway User ID Number	
Have you completed EdReady Testing?	Yes No Not Needed



Spring 2020 Curriculum Day Dual Credit Update

Scholars enrolled in the first part of a 2-part course sequence will automatically be enrolled in the second portion. Please clearly check your preference below. Failure to enroll in the second course may result in schedule changes.

- I am interested in pursuing an AA degree.

English 101/102

- I am not currently enrolled in this course.
- I am currently enrolled. I want to take the next course in the sequence.
- I am currently enrolled. **I do not want to take the next course in the sequence.**

Please choose your reason for not continuing with the course sequence:

- Course performance in the current section
- Workload of course
- Financial concerns

History 108/109

- I am not currently enrolled in this course.
- I am currently enrolled. I want to take the next course in the sequence.
- I am currently enrolled. **I do not want to take the next course in the sequence.**

Please choose your reason for not continuing with the course sequence:

- Course performance in the current section
- Workload of course
- Financial concerns

History 114/115

- I am not currently enrolled in this course.
- I am currently enrolled. I want to take the next course in the sequence.
- I am currently enrolled. **I do not want to take the next course in the sequence.**

Please choose your reason for not continuing with the course sequence:

- Course performance in the current section
- Workload of course
- Financial concerns

Spanish 101/102

- I am not currently enrolled in this course.
- I am currently enrolled. I want to take the next course in the sequence.
- I am currently enrolled. **I do not want to take the next course in the sequence.**

Please choose your reason for not continuing with the course sequence:

- Course performance in the current section
- Workload of course
- Financial concerns

Scholar Name (printed): _____

Scholar Signature: _____ Date: _____

Parent Signature: _____ Date: _____



Ignite Parent Disclosure and Permission Form

Course Enrollment

Enrollment in courses is subject to:

- Course performance
- Attendance
- Teacher recommendation
- Availability

Once your paperwork is processed, you will receive access to the Dual Credit Canvas page. Dual Credit Registration Preferences will be available beginning on November 18. Failure to complete EdReady diagnostic and study path will result in you being removed from the course.

Course drops can result in changes to a scholar's Ignite schedule.

Course Payment

Payment for courses is directly payable to the institution providing the course.

Scholars are subject to university-set drop dates, including any relevant fees that may apply from late dropping the course.

The current KY dual credit rate is \$58/credit hour. This does not include the price of textbooks.

Scholar Responsibilities

Scholars are responsible for communicating access issues with courses.

Scholars are responsible for communicating with their professors via methods outlined in the course syllabus.

Parents are not permitted to communicate with professors.

Dual credit grades are posted at the end of the term. Dual credit in-progress grades are not listed in Infinite Campus.

Scholar Name (printed): _____

Scholar Signature: _____ **Date:** _____

Parent Signature: _____ **Date:** _____

Parental Consent Form

Students enrolled in the Gateway Early College Opportunities program must make a commitment to perform at the collegiate level while participating in the program. It is also important that the Parents/Guardians of the students commit to supporting the efforts needed for the student to succeed.

As a parent/guardian, I agree to:

- Monitor my student's progress and efforts in all courses;
- Make every effort to ensure good attendance for my student; and
- Support my student in the completion of the college work

As a student, I agree to:

- Arrive on time to all classes every day.
- Complete all assignments for all classes.
- Maintain at least a 2.0 GPA for all of my classes.
- Adhere to the Code of Student Conduct found in the GCTC Student Handbook.

Poor performance in dual credit courses could adversely affect future financial aid awards. The student's signature on this document gives permission to GCTC to release grades, academic performance, and other educational information to their respective High School/Home School for advising and academic recording purposes.

In signing this document, the student and parent/guardian agree they have read and understand the information stated on this form. Failure to abide by this commitment may result in removal from the program.

Gateway Student ID Number: _____ **(received from online application)**

Student Printed Name: _____

Student's Signature: _____

Date: _____

Parent/Guardian Signature: _____

Date: _____

Parent Email Address: _____

Any student wishing to allow their parent or guardian access to the student's academic progress must fill out the online Consent to Release form in their Student Self-Service portal.

Kentucky high school and home school students taking college courses to fulfill high school graduation requirements will have their tuition assessed at the state mandated dual credit rate, which is 1/3 of the KCTCS hourly tuition rate, regardless of scholarship eligibility. Course costs such as textbooks are in addition to the tuition rate and are the responsibility of the student. Depending on your school district, tuition and additional costs may be covered by your school. Please contact your guidance counselor for details.

Kentucky Dual Credit Scholarship Program

The Dual Credit Scholarship provides assistance for Kentucky high school and home school students who are taking dual credit classes at a participating Kentucky college or university. Please visit <http://www.kheaa.com> for more information regarding the Dual Credit Scholarship.

Tuition and costs that are not covered by a scholarship or your school district are the responsibility of the dual credit student.



GATEWAY Early
COMMUNITY & TECHNICAL COLLEGE College

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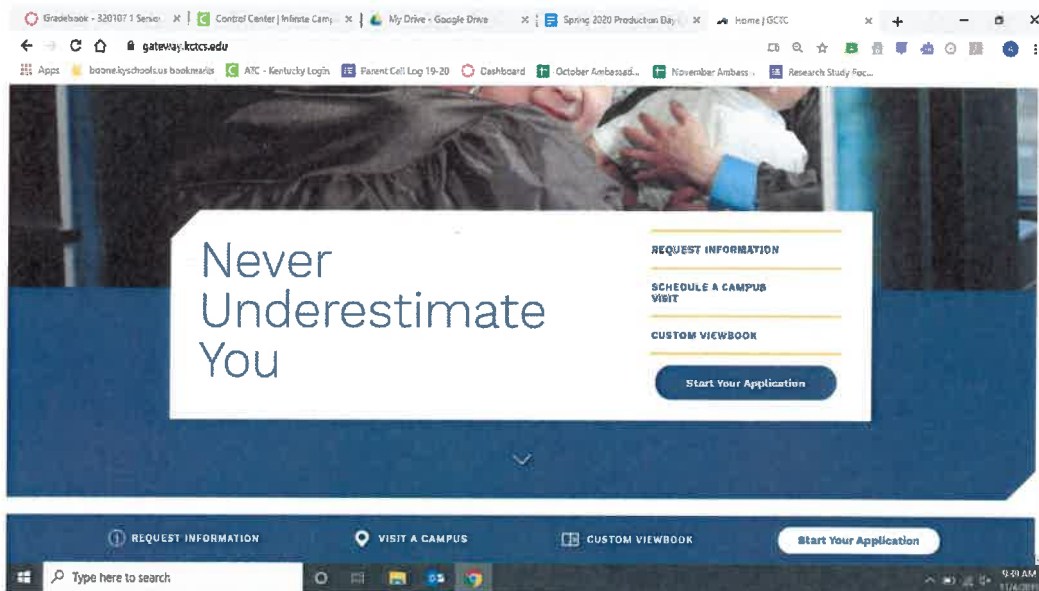
Gateway and KCTCS are equal opportunity employers and education institutions.



New Gateway Scholars

If you do not currently take Gateway courses, please complete the following steps:

1. Visit <https://gateway.kctcs.edu/>
2. Click on "Apply Now"



Enter your application info:

- You will need your social security number
- You will need your graduation year
- You will need to list your home high school

When you submit your application, you will get a student ID number AND an application reference number. Indicate both below:

Student ID Number: _____

Application Reference Number: _____

If you do not have an ACT reading score of 20, you will need to complete EdReady testing with Mrs. Dempsey. EdReady testing is available on T/R at 12:45. Both the diagnostic and the study path must be complete prior to Dec. 13, or you will not be eligible for classes.



Spring 2020 Production Day Dual Credit Update

The following courses are available for registration on Tuesday/Thursday in Spring. All courses can be used toward an AA degree. All of the below courses are face-to-face and provided by Gateway. A scholar may register for a maximum of three courses. **Course times will be listed in the Canvas registration site.**

ANT 160 Cultural Diversity in the Modern World (Social/Behavioral Science)

Introduces the student to the diversity of human cultural experience in the contemporary world. Focuses on gaining an appreciation for the common humanity and uniqueness of all cultures; creating sensitivity toward stereotypes and ethnocentrism, and understanding the distinctions between 'race', ethnicity and racism. Features extended descriptions of the cultural dynamics of the culture(s) with which the instructor has worked. Directed at non-majors. Lecture: 3 credits.

MUS 100 Introduction to Music (Humanities)

Introduces the elements of music as they apply to the listening experience. Emphasizes the development of an awareness and understanding of musical styles from the Middle Ages to the present. Designed for the non-music major with no prior knowledge of music and is not intended to fulfill a program course requirement for music majors. Lecture: 3 credits.

PSY 100 Introduction to Psychology (Social/Behavioral Science)

Introduces the history, methods and content of modern psychology. Covers the history and systems of psychology, psychological research, physiological psychology, psychological processes, developmental psychology, personality, abnormal behavior and social psychology. Pre-requisite or Co-requisite: Current placement scores for college level reading established by KCTCS or completion of, or concurrent enrollment in, transitional reading course(s). Lecture: 3 credits.

SOC 101 Introduction to Sociology (Social/Behavioral Science)

Introduces concepts and methods of sociology including investigation of socialization, group processes, social inequality, social institutions, and social change. Lecture: 3 credits.

COM 252 Introduction to Interpersonal Communications (Oral Communications)

Examines basic verbal and nonverbal concepts affecting the communication process in various interpersonal contexts. Requires participation in written and oral activities designed to develop and improve interpersonal skills. Includes perspective-taking, relationship and conversation management, effective listening, conflict management, communication climate, communication anxiety, and cultural/gender differences in interpersonal communication. Pre-requisite Or Co-requisite: Current KCTCS placement scores for college level reading and writing, or consent of instructor. Lecture: 3.0 credits.

PHI 100 Introduction to Philosophy: Knowledge and Reality (Humanities)

Introduces students to philosophical studies with emphasis on issues of knowing, reality, and meaning related to human existence. Lecture: 3 credits.

POL 101 American Government (Social/Behavioral Science)



Examines national government and the political process in the United States, with emphasis on the Constitution, the President, Congress, and the judicial system. Focuses on the nature of American democracy, political challenges, and opportunities. Lecture: 3.0 credits

BIO 116/117 Biology II/Biology Lab II (Natural Science)

Examines basic biological concepts such as ecology, biological diversity (to include the kingdoms of life), reproduction, growth, and development, with emphasis placed on multicellular systems. Co-requisite: BIO 117. Lecture: 3.0 credits

- Juniors and Seniors Only
- For Science majors
- No pre-req required
- Meets after school 3:00-4:45
- 4 credit hour course



Ignite and the KHEAA Dual-Credit Scholarship

- All Ignite dual-credit courses are eligible for use for the KHEAA dual-credit scholarship.
- All courses are provided at the dual-credit scholarship rate of \$58/credit hour.
- **Junior and senior** scholars may utilize two free courses during their high school career.
- KHEAA dual credit scholarship is not currently available for sophomores.
- Gateway bills for all scholars will be available late in the term, AFTER KHEAA dual credit scholarships are applied. This is true for ALL dual credit scholars, not just juniors/seniors.

Applying the Dual Credit Scholarship to Gateway Courses:

1. Junior/senior scholar enrolls in a Gateway dual credit course
2. School districts report enrollment in dual credit to Ky Dept. of Education
3. KHEAA sets student accounts to reflect dual credit scholarship
4. Scholar sets preferences (see attached)
5. Gateway bills any tuition not covered by the dual credit scholarship at the appropriate dual credit rate.

Please see the attached information for frequently asked questions about the dual-credit scholarship and a how-to set preferences page.

Questions?

Amanda Dempsey
Ignite College Coordinator
amanda.dempsey@boone.kyschools.us

Shelby Krentz
Gateway Director of Dual Credit Opportunities
shelby.krentz@kctcs.edu

FREQUENTLY ASKED QUESTIONS/ANSWERS

How do I apply for the Dual Credit Scholarship?

If you attend a public or non-public Kentucky high school, your school will send your information to KHEAA to apply on your behalf. KHEAA will contact you after your information is received and ask that you sign into your MyKHEAA account at www.kheaa.com to select your desired college for the scholarship award.

Home school students must complete and submit a paper application to KHEAA for scholarship consideration. The paper application is available at www.kheaa.com.

KHEAA will send you and your college a notification of award status once scholarship determinations have been made.

How do I know if my dual credit course is approved?

Check with your school counselor or college. To be approved, the dual credit course must be general education or part of a Career/Technical Education-approved high school pathway.

What's the difference between dual credit and dual enrollment?

Dual credit is when a high school student is taking a college course and receiving credit from both the high school and college. Dual enrollment is when a high school student takes a college course and ONLY receives credit from the college. Students may be charged full tuition and fees for dual enrollment because it falls outside the scope of the DCS program.

How many courses will the scholarship cover?

The scholarship will cover up to two successfully completed dual credit courses. Successful completion means earning a college grade of D- or better.

You should be aware that students who exhaust their eligibility by receiving scholarships for two successfully completed courses during their 11th-grade year will not receive additional scholarships for their 12th-grade year.

One of my courses is three credit hours, but the other is five credit hours. Will the scholarship cover them both?

Yes. The scholarship will cover two approved courses, no matter how many credit hours.

My dual credit course includes a required lab of one credit hour. Does the lab count as one of my two scholarship courses?

If a scholarship course has a required lab, KHEAA will consider the combined lecture and lab as only one course toward your two-course scholarship limit.

How do I complete the 30-minute college success counseling?

Students attending a public or private Kentucky high school will receive counseling through their high school. Home school students will receive instructions for the counseling process along with their KHEAA scholarship award notification.

How often do I have to complete the college success counseling?

One time each academic year a scholarship is received.

Are textbooks covered by the scholarship?

No. You are responsible for purchasing your own textbooks for the course.

When will my scholarship funds be sent to my college?

Once your participating college verifies your enrollment for the term, KHEAA will disburse funds to the college on your behalf. The college will then credit the funds to your student account. Fall term disbursements will begin after October 1; spring term after February 15.

Can I use the scholarship for summer classes?

No, the scholarship can only be used in fall and spring terms.

Do all Kentucky colleges and universities participate in the DCS program?

No. Postsecondary institutions must agree to participate each year. A list of participating institutions is available at www.kheaa.com.

Can I take additional dual credit coursework beyond the scholarship limits? How much will it cost?

Yes. Students attending a Kentucky high school or home school (any grade level) will receive the discounted dual credit rate for EVERY dual credit course they take through a participating postsecondary institution.

Why does MyKHEAA account show scholarship funds have been returned?

Postsecondary institutions are required to return funds if a student fails or withdraws from a scholarship course successfully. Students cannot be charged or asked to reimburse the institution for the failed/withdrawn course. Note that students cannot receive future scholarship funds to repeat a previously failed/withdrawn course.

Who can I contact if I have additional questions?

You may call KHEAA at (800) 928-8926 or email us at studentaid@kheaa.com.

Scholarship Programs for Dual Credit Students - Preferences & Completion of Application

There are two different scholarship programs for Kentucky high school students enrolled in dual credit coursework during the 2019-2020 academic year. Students in grades 11 or 12 can use the Dual Credit Scholarship (DCS) program to pay tuition for up to two (2) dual credit courses. Students in grades 9-12 who are taking Career and Technical Education dual credit can use the Work Ready Dual Credit Scholarship (WKDC) program to pay tuition for two (2) dual credit courses. DCS provides funds for two scholarships per student. WKDC provides two scholarships each year.

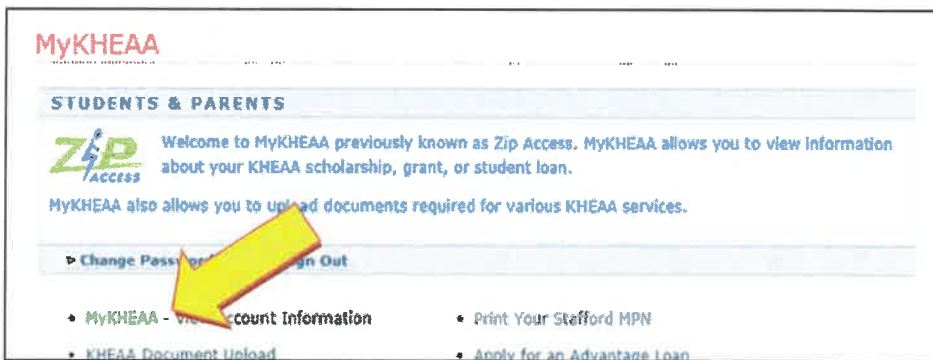
Your Kentucky high school will begin the application process by submitting information to the Kentucky Higher Education Assistance Authority (KHEAA). After receiving your school's information, KHEAA will determine the scholarship(s) you are eligible to receive and create a link on your MyKHEAA account for each scholarship program that applies. After that, you must go to KHEAA's website and sign in to your MyKHEAA account to complete the process. Instructions for telling KHEAA which college and semester you prefer for your scholarship(s) are below.

Note, you WILL NOT be considered for scholarship funding UNTIL AFTER you submit your scholarship preferences on KHEAA's website.

Step 1: Go to www.kheaa.com. Click on the 'Sign In' link to go to your MyKHEAA account. If you are a first time user, you will need to click on 'Sign In', then 'Register' to set up your MyKHEAA account.

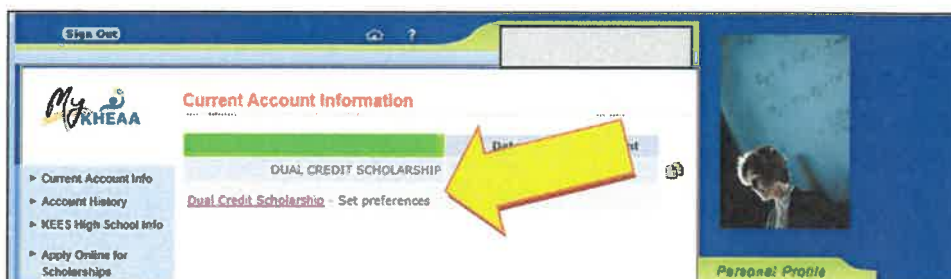


Step 2: Click on the 'MyKHEAA' link to access your account.



Step 3: Click on the 'Set preferences' link for each scholarship program that appears on your Current Account Information screen. **If you do not see the link(s) you need, contact KHEAA customer service at (800) 928-8926.**

Note, the "Apply Online for Scholarships" section contains applications for other programs that are not related to DCS and WKDC. Only the set preference links on your current account page can be used to submit your request for DCS and/or WKDC.



Step 4: Follow the instructions to set your Dual Credit Scholarship and/or Work Ready KY Scholarship preferences. Click the 'Submit Scholarship Request' button when you are finished.

My KHEAA Set Dual Credit Scholarship Preferences

Current Account Info
Account History
KEES High School Info
Apply Online for Scholarships
My Individual Learning Plan
Getting the Facts - Your Personalized College Guide

Congratulations! Your high school has identified you as a candidate for the Dual Credit Scholarship. In order to move you forward in the award process, KHEAA needs to know when and where you would like to apply your scholarship. Please complete the information below to set your scholarship preferences. KHEAA will notify you of your scholarship award or denial status within two weeks of your submission of this information.

Feel free to contact KHEAA at (800) 928-8926 if you have questions or need assistance.

Number of scholarships available: 2

Number of scholarships you would like to receive during the 2017-2018 academic year: 2

SCHOLARSHIP #1

Select the college for your scholarship: NORTHERN KENTUCKY UN.

Which semester are you taking the scholarship class? Spring

SCHOLARSHIP #2

Select the college for your scholarship:

Which semester are you taking the scholarship class?

Submit Scholarship Request!

Step 5: On the next screen, review your information to make sure it is correct. If everything is good, click on the 'Confirm Preferences' button to complete your submission. If you need to make changes, click the 'Edit Preferences' button to go back to the previous page. Do not click on the back arrow at the top of your browser window.

Edit Preferences Confirm Preferences

Step 6: You will receive a confirmation page when the process is complete. KHEAA will notify you when scholarship award decisions are finalized.

My KHEAA Dual Credit Scholarship

Your scholarship preferences have been successfully submitted!

What's next?

KHEAA will notify you when award decisions have been made. If you are awarded a scholarship, the college you have selected will also be notified of your award status. You may also check your MyKHEAA account for scholarship updates.

Current Account Info
Account History
KEES High School Info
Apply Online for Scholarships
My Individual

Personal Profile

NOTE: DCS and/or WKDC can be requested in any combination to meet your academic needs. If you are submitting preferences for both programs, you'll need to go through the process once using the DCS link and then again using the WKDC link. Keep in mind that WKDC can only be used for qualifying Career and Technical Education dual credit courses. DCS can be used for any dual credit courses, General Education or Career and Technical Education.