

COVID-19 Dual Credit Task Force

Concurrent Enrollment COVID-19 Guidance & FAQs

April 23, 2020

The current situation in Kentucky’s public education system is fluid due to the COVID-19 pandemic. The information below is based on what is known as of April 15, 2020. Information will be updated as needed and as additional questions arise.

- Most colleges/universities and all KCTCS institutions are delivering instruction remotely for the remainder of the semester (<http://cpe.ky.gov/covid-19/>). Labs will be resumed once it is deemed safe to do so.
- High schools are operating on their non-traditional instruction (NTI) plans for the rest of the school year.
- Pursuant to KRS 164.7879, grades for high school students are due by June 30.

Guidance:

- Each district should seek guidance from the individual colleges and universities that are offering dual credit coursework to students. Students and dual credit instructors must follow all rules and policies established by the colleges and universities for their students and faculty during the COVID-19 crisis. This includes continuing to offer new content to students and having students continue to complete their college courses in the virtual environment.
- Colleges should share information and resources curriculum committees and faculty are developing for their courses with high schools to assist them with delivering their remote dual credit courses, including online resources, simulations, videos, etc.
- COVID-19 guidance from the Council on Postsecondary Education (CPE) can be found here: <http://cpe.ky.gov/covid-19/>.

Checklist for Dual Credit Courses at a Secondary Institution:

- College/university dual credit coordinators should identify dual credit courses taught at the high school.
 - Identify the faculty liaison for the course and share the contact information with high school instructors.
 - Identify the students enrolled in those courses.

- High school faculty should determine if the remainder of the course can be delivered remotely.
 - Share the plan for remote course delivery with the colleges so they can plan and support accordingly.
 - Determine if students enrolled in the course are able to complete the course remotely.
 - If the course cannot be completed remotely, determine what components need to be delivered in a lab and how much time will be needed for students to complete the lab portion of the curriculum.

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- Share the college’s plan for delivering the course remotely with high school instructors.
 - KCTCS curriculum committees have developed a number of resources to assist with remote instruction specific to a program and, at times, a course. Ensure these resources are shared with high school instructors teaching the course.

FAQs:

Q: What options are available to students who are not able to complete their dual credit course work remotely?

A: We encourage each school district and college to utilize the means available to them to assist students with completing their dual credit course; however, we understand there are instances when this is not possible. Given the current situation, students who are not able to complete their course work can receive an Incomplete (I) or In Progress (IP) grade up until June 30, 2020. Which grade is appropriate needs to be determined in consultation with the college. Colleges and high schools should work closely together to identify courses and students that are not able to complete the semester remotely. If a student is unable to complete the course by June 30, they may be advised to withdraw from the course.

Q: How will students be able to complete the lab component of their dual credit courses?

A: KCTCS curriculum committees are currently meeting to identify if there are alternative means to deliver the lab portion of the curriculum and will share that information with college and high school instructors once it is available. Students will have to complete the components that cannot be delivered remotely when it is safe to do so. How this will be delivered will depend on when students can return to the labs. Some options include:

- Creating makeup terms to allow student to return after the end of the semester;
- Establishing lab “boot camps” during the summer; and/or
- Exploring whether high school students may be able to attend college labs if the high school labs are not available to them.

Q: Can new material be introduced via NTI for dual credit courses?

A: Yes. Per guidance from the KDE, students and dual credit instructors must follow all rules and policies established by the colleges and universities for their professors and college students during the COVID-19 crisis. This includes continuing to offer new content to students and having students continue to complete their college courses in the virtual environment.

Q: Can students change their grading option to pass/fail instead of receiving a letter grade?

A: No. According to the public postsecondary institutions and the Council on Postsecondary Education, no public institution in Kentucky will be providing this option.

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Q: Instead of completing classes remotely, can a student drop a class without penalty and receive a full refund?

A: KCTCS continues to follow all regular college drop and withdrawal policies and dates. Exceptions to the policy will be determined on an individual basis by the delivering college.

Q: If a student withdraws from a course because they are unable to complete it remotely, can they take the course again free of charge?

A: Each college will determine this on an individual basis. KDE is currently evaluating options around this topic with KHEAA related to Dual Credit and Work Ready scholarships.

Q: What should districts do when students wish to drop a class they have the Dual Credit Scholarship for?

A: The budget bill passed by the legislature (HB 352) and signed by the governor includes relief for students who are unable to complete a course due to their inability to properly access new course delivery methods.

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