

Sentinel Scholars Collegiate Academy

Memorandum of Understanding

Between

North Florida College

And

District School Board of Suwannee County

This Memorandum of Understanding (MOU), effective on the date of execution by both parties is entered into by and between North Florida College (NFC) and the District School Board of Suwannee County (SCSD). This agreement allows flexibility for program modification as needed and as collaboratively agreed upon by both parties regarding the development of the Sentinel Scholars Collegiate Academy.

1. Purpose:

The purpose of this memorandum of understanding is to outline a collaboratively structured program for 10th grade students of Branford High School and/or Suwannee High School that would lead to the awarding of an Associate in Arts Degree from NFC during the spring of the 12th grade year. NFC's Collegiate Academy program allows admitted high school students to complete a full 60 credits of dual enrollment coursework, culminating in earning both a standard high school diploma as well as an Associate in Arts (A.A.) Degree upon completing four years of high school. Students begin the Collegiate Academy experience at the high school and end the experience as full-time NFC students. It is part of the program philosophy that as students age and mature, a part of the collegiate experience is to spend quality instructional time on the college campus. The program will allow for the participation of 30 eligible students, and these students are guaranteed the courses needed to complete the Collegiate Academy program.

2. Course Delivery/Program Design:

A cohort model of eligible students will be implemented with students beginning their college coursework in the fall semester of their 10th grade year. The program limits the number of cohort seats to 30. In grades 10th through 11th, Collegiate Academy students take both college-level and high-school coursework at their high school site. In 11th grade, however, Collegiate Academy students will be expected to attend specific dates on the campus of North Florida College for instruction as a part of the course delivery. In 12th grade, all coursework is completed either at North Florida College, online, or a combination of both. *See Appendix A for General Education requirements for the Associate in Arts degree. See Appendix B for a suggested sample outline/map of courses for Collegiate Academy participants.*

Dual enrollment college credit courses are recommended to the State Board of Education by the State Articulation Coordinating Committee as meeting high school graduation requirements. The *Dual Enrollment Course – High School Subject Area Equivalency List* available on the FL DOE website states the relationship between high school and college course subject areas and dictates the awarding of credit for courses. Collegiate Academy students shall earn both high school credit from the SCSD and college credit from NFC if they meet the minimum requirements for satisfactory completion of such courses.

To guarantee completion of 60 college credit hours required for the awarding of the Associate in Arts (A.A.) degree, NFC reserves the right to prescribe specific General Education courses as part of the completion pathway. Furthermore, the "floating six" General Education electives (6 credit hours) will be prescribed courses mutually agreed upon by both parties (currently: POS 2041 American National Government and ECO 2013 Macroeconomics). Additional elective hours (24 credit hours) will be based on when courses are offered.

Collegiate academy students are not permitted to pay to take any college courses. SCSD is responsible for the purchase of college-required textbooks for each participating student during the fall and spring terms. NFC is responsible for the purchase of college-required textbooks for each participating student in the summer term.

3. Eligibility Requirements for Participation in the Sentinel Scholars Collegiate Academy Program:

- A. Initial Eligibility Requirements: Students eligible to apply for the lottery to participate in the collegiate academy program must be rising 10th grade students who have a cumulative unweighted GPA of 3.0 in all academic coursework and have completed coursework to be on track for high school graduation as determined by the high school counselor. Collegiate academy candidates must have earned a level 4 or 5 on the 9th grade Florida Assessment of Student Thinking (FAST) for English Language Arts and a Level 4 or 5 on the BEST Algebra 1 EOC. (Students who earned a level 3 on either test may appeal for admittance.) Collegiate Academy students accepted into the cohort must demonstrate college readiness with appropriate college-ready Reading and Writing/English scores on a common placement exam by June 30th the year before 10th grade. Students must demonstrate college readiness with appropriate college-ready Mathematics scores on a common placement exam by June 30th the year before 11th grade. No student shall be enrolled in a college credit dual enrollment course unless the student has demonstrated adequate precollegiate preparation on the appropriate sections of a college placement exam (*see Appendix C for state required minimum scores*).
- B. Continued Eligibility Requirements: Collegiate Academy students must maintain an unweighted cumulative high school GPA of 3.0 or higher and a college GPA of 3.0 or higher to continue in the Collegiate Academy program. Students will be allowed a probationary period if the college GPA falls below 3.0 but remains higher than 2.0. The student remains on probation until a minimum of seven (7) college credit hours have been attempted for GPA calculation purposes. However, it is the high school principal's discretion whether to allow the student to continue their eligibility in the Collegiate Academy once on probationary status. Students whose college GPA falls below 2.0 will be dismissed from the program. Students whose college GPA does not improve to 3.0 or higher after the probationary period will be dismissed from the program; however, if eligible, these students may continue college coursework through regular dual-enrollment status. In this case, students are not guaranteed the courses needed for the completion of their A.A. degree. If a student withdraws from a college credit course and receives a grade of "W," the high school principal makes the determination whether or not the student registers for the next term. Furthermore, any student receiving a grade of "W" may repeat the course with the approval of the high school principal.

Grade Forgiveness: Grades of D or F may be forgiven by subsequent semester enrollment in the course in which the insufficient grade was earned. For Collegiate Academy purposes, grade forgiveness may have to be applied as a traditional dual enrollment student if dismissed from the academy due to a college GPA falling below 2.0. The improved grade shall be used in the calculation of the NFC grade point average. The previous grades of D or F shall not be included in the calculation of the NFC grade point average. However, all grades remain posted on the NFC transcript and may be recomputed at any institution to which the student may transfer. The receiving institution shall determine whether or not grade forgiveness is granted.

Transfer Students: A student who transfers from one high school participating in the NFC Collegiate Academy to another high school participating in the NFC Collegiate Academy may be eligible to remain in the Collegiate Academy with the approval of the high school the student transfers to.

Collegiate Academy students may take Summer Term courses when offered by NFC to dual enrolled students. Collegiate Academy cohort students who withdraw from a course (or courses) may use the summer sessions to make up for the lacking credit hours (limit of 9 credit hours behind). Priority seating for Collegiate Academy students is only available during the fall and spring semesters; summer courses and seating will be available on a first come first serve registration basis and are not guaranteed unless indicated on the Collegiate Academy course map.

- C. Graduating Seniors: Students who complete their high school requirements for graduation prior to the completion of their postsecondary coursework may not register for college courses through the Collegiate Academy program.

4. Application Process:

Eligible rising 10th grade students will receive a letter from NFC inviting them to apply for the Collegiate Academy program. Invitees are required to attend NFC's Collegiate Academy Information session held on the high school sites in order to receive the Sentinel Scholars Collegiate Academy Lottery Application. The completed application must be submitted, with all necessary signatures (including parent/guardian signature), by the posted deadline. The SCSD will confirm that the student is eligible to participate in the Collegiate Academy program prior to the applications being submitted to the lottery. The Collegiate Academy program application deadlines will be emailed to eligible students.

5. Selection Process:

In the event that more students demonstrate eligibility than seats available, a representative from both the SCSD and NFC will use the lottery system to select 30 eligible students to participate in the Collegiate Academy program. *See Appendix D for the lottery procedure steps.*

6. Registration Process:

The Collegiate Academy's registration/enrollment policies will follow the same registration policies for the Dual Enrollment courses that are addressed in the NFC and SCSD's Dual Enrollment articulation agreement.

7. Student Advising and Progress Monitoring:

The SCSB's guidance staff will maintain oversight and monitoring responsibility to ensure the meeting of high school graduation requirements remains the first priority. In addition, each high school's dual enrollment contact will check the unweighted high school GPA of Collegiate Academy students to confirm GPA qualifications are met. NFC's Office of Dual Enrollment will maintain oversight and monitoring responsibility of Collegiate Academy students' college GPA. High school guidance counselors or dual enrollment contact will meet at least once a year with NFC's Dual Enrollment Coordinator and Director of Dual Enrollment to ensure seamless articulation and coordination. NFC's Early Alert system will be used to notify high school counselors and Collegiate Academy students of unsatisfactory progress in coursework. Students are required to attend two advising sessions with NFC advising personnel while enrolled in the Collegiate Academy. One advising session should be held by June 30th, the year before 11th grade, and a second advising session should be held by June 30th, the year before 12th grade. Students are encouraged to speak with NFC advising personnel as needed.

8. Instruction:

Instructors of dual enrollment Collegiate Academy courses will have college teaching credentials established by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). All instructors will meet or exceed the academic and professional preparation requirements for teaching at NFC. NFC shall vet and appoint all instructors.

9. Travel:

SCSD will coordinate transportation for Collegiate Academy students to travel to NFC's campus for on-site instruction, advising, and additional activities agreed upon. NFC personnel will coordinate course offerings and advising sessions in a systematic way, ensuring efficient travel arrangements.

10. Branding:

NFC will develop a Sentinel Scholars Collegiate Academy program brand to include program-specific logo, website, brochure, shirts, etc. Graduation regalia will include a stole specifically designed to recognize Collegiate Academy students.

11. Reference to the Dual-Enrollment Articulation Agreement

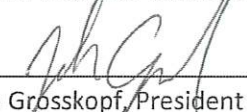
Parties involved with the Collegiate Academy program shall refer to the NFC and SCSD Dual Enrollment articulation agreement for all other dual enrollment-related topics not addressed in this memorandum of understanding.

12. Signatures

In witness whereof, the parties to this MOU through their duly authorized representatives have executed this MOU on the days and dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this MOU as set forth herein.

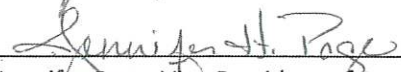
The effective date of this MOU is the date of the signature last affixed to this page.

NORTH FLORIDA COLLEGE



John Grosskopf, President

11-9-23
Date



Jennifer Page, Vice President of Academic
and Student Affairs

11-9-23
Date

SUWANNEE COUNTY SCHOOL DISTRICT



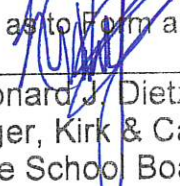
Ted Roush, Superintendent of Schools

DEC 12 2023
Date



Jerry Taylor, School Board Chair

DEC 12 2023
Date

"Approved as to Form and Sufficiency
BY 

Leonard J. Dietzen, III
Rumberger, Kirk & Caldwell, P.A.
Suwannee School Board Attorney"

Appendix A

General Education Requirements for the Associate in Arts Degree

Program Code 1001

CIP 24.0101

Complete NFC College Catalog: <https://www.nfc.edu/getting-started/catalog-and-schedule/>

Gordon Rule (State Rule 6A-10.30) requires all students enrolling in a Florida public college or university after October 1982 to complete four courses (twelve credit hours) with multiple writing assignments and two courses (six credit hours) of mathematics at the level of college algebra or higher. Each Gordon Rule course must be completed with a grade of "C" or better. Additionally, an Effective Communication digital badge is awarded to students upon successful completion of Freshman English I (ENC 1101) or an English course with ENC 1101 as a direct prerequisite. See an academic advisor for more information.

Gordon Rule courses are designated below by "(GR)" following the course title.

Florida General Education Core (State Rule 6A-14.0303) requires that, prior to the award of the Associate in Arts degree, students entering degree programs must complete at least one (1) Florida General Education Core course from each of the general education areas. **All course options that meet the Florida General Education Core requirement are designated by "*" preceding the course prefix and number.**

Students must complete at least one Florida General Education Core course (designated with "*") from each General Education area, a minimum of 6 hours from each General Education area and a total of 36 hours of General Education. **Once the minimum of 6 credit hours is met for each General Education area, additional General Education credit hours may be taken from any of the General Education areas to reach a total of 36 credit hours.** Any General Education credit hours completed above the required 36 credit hours will count as elective credits toward the A.A. degree.

Civic Literacy Requirement

First time in college (FTIC) Associate in Arts degree-seeking students entering Fall Term 2018 and thereafter will be required to demonstrate civic literacy competency pursuant to Section 1007.25(4). For more information, consult an academic advisor. See also Civic Literacy Requirement in the Graduation Requirements section.

Foreign Language Competency

Associate in Arts degree-seeking students entering Fall Term 2014 and thereafter will be required to demonstrate foreign language competency. For more information, consult an academic advisor. See also Foreign Language in the Graduation Requirements section.

COMMUNICATION..... Minimum of 6 Credit Hours

A grade of "C" or better must be earned in order for the course to meet General Education Requirements.

- CRW 2001 Introduction to Creative Fiction and Poetry (GR)
- * ENC 1101 Freshman English I (GR)
- ENC 1102 Freshman English II (GR)

HUMANITIES..... Minimum of 6 Credit Hours

A grade of "C" or better must be earned in order for the course to meet General Education Requirements.

- AML 2010 American Literature I (GR)
- AML 2020 American Literature II (GR)
- * ARH 2000 Humanities Art (GR)
- ENL 2012 British Literature I (GR)
- ENL 2022 British Literature II (GR)

- * HUM 1020 Introduction to Humanities (GR)
- HUM 2210 General Humanities I (GR)
- HUM 2230 General Humanities II (GR)
- HUM 2931R Special Topics in Humanities (GR)
- HUM 2310 Mythology
- * LIT 1000 Introduction to Literature (GR)
- LIT 2020 Short Story (GR)
- LIT 2110 World Literature I (GR)
- LIT 2120 World Literature II (GR)
- LIT 2931R Special Topics in Literature (GR)
- * PHI 2010 Introduction to Philosophy (GR)
- REL 2300 Introduction to World Religion (GR)

MATHEMATICS..... Minimum of 6 Credit Hours

A grade of "C" or better must be earned in order for the course to meet General Education Requirements.

- * MAC 1105 College Algebra (GR)
- MAC 1114 Trigonometry (GR)
- MAC 2140 Precalculus (GR)
- MAC 2233 Applied Calculus I (GR)
- * MAC 2311 Calculus with Analytic Geometry I (GR)
- MAC 2312 Calculus with Analytic Geometry II (GR)
- MAC 2313 Calculus with Analytic Geometry III (GR)
- MAP 2302 Ordinary Differential Equations (GR)
- * MGF 1106 Math for Liberal Arts I (GR)
- * MGF 1107 Math for Liberal Arts II (GR)
- * STA 2023 Introductory College Statistics (GR)

NATURAL SCIENCES..... Minimum of 6 Credit Hours

The six (6) credit hours must include at least one (1) course with lab (designated with either a C or L following the course number), and it is highly recommended that students take one (1) course from the biological sciences and one (1) course from the physical sciences. A science sequence is not required; however, transfer students whose major requires two courses in a sequence, such as General Chemistry I and II, should take both courses at NFC.

BIOLOGICAL SCIENCE

- BOT 1000C Introduction to Botany
- * BSC 1005C Introduction to Biology
- * BSC 1010C Principles of Biology I
- BSC 1011C Principles of Biology II
- BSC 1084 Survey of the Human Body
- * BSC 2085C Human Anatomy & Physiology I
- BSC 2086C Human Anatomy & Physiology II
- * EVR 1001 Introduction to Environmental Science
- EVR 1001L Introduction to Environmental Science Lab
- HUN 2201 Fundamentals of Human Nutrition
- MCB 2010C Microbiology I
- OCE 1001 Introduction to Oceanography
- ZOO 2010C General Zoology

Note: Students will not receive Science General Education credit for both BSC 1005C and BSC 1010C. If both are taken, one course will count toward elective credit hours or additional general education. Students will not receive Science General Education credit for more than one choice from BSC 1084,

BSC 2084C, and BSC 2085C. If more than one of these classes is taken, the additional course(s) will count toward elective credit hours or additional general education.

PHYSICAL SCIENCE

- * AST 1002 Introduction to Astronomy
- AST 1002L Introduction to Astronomy Lab
- CHM 1033C Survey of Chemistry
- * CHM 1045 General Chemistry I
- CHM 1045L General Chemistry I Lab
- CHM 1046 General Chemistry II
- CHM 1046L General Chemistry II Lab
- CHM 2210 Organic Chemistry I
- CHM 2210L Organic Chemistry I Lab
- CHM 2211 Organic Chemistry II
- PSC 1341C Physical Science I
- CHM 2211L Organic Chemistry II Lab
- * PHY 1020C Fundamentals of Physics
- * PHY 1053 General Physics I
- PHY 1053L General Physics I Lab
- PHY 1054 General Physics II
- PHY 1054L General Physics II Lab
- * PHY 2048 Physics I with Calculus
- PHY 2048L Physics I with Calculus Lab
- PHY 2049 Physics II with Calculus
- PHY 2049L Physics II with Calculus Lab

SOCIAL SCIENCES..... Minimum of 6 Credit Hours

- AMH 1070 History of Florida
 - AMH 2010 American History I
 - * AMH 2020 American History II #
 - AMH 2091 African-American History
 - CCJ 1020 Introduction to Criminal Justice
 - DEP 2004 Human Development
 - * ECO 2013 Macroeconomics
 - ECO 2023 Microeconomics
 - * POS 2041 American National Government #
 - * PSY 2012 General Psychology
 - * SYG 1000 Introductory Sociology
 - SYG 2010 Social Problems
 - WOH 1012 World History to 1600
 - WOH 1022 World History Since 1600
- # Meets Civic Literacy Requirement

ADDITIONAL GENERAL EDUCATION.....6 Credit Hours

Students should choose an additional six credit hours of general education based on their transfer or career plans.

GENERAL EDUCATION TOTAL..... 36 Credit Hours
ELECTIVES..... 24 Credit Hours

TOTAL HOURS REQUIRED: 60 Credit Hours

Appendix B
Collegiate Academy Course Map – Suwannee County

This degree map outlines the mutually agreed-upon NFC college credit courses offered by semester. Collegiate Academy students are guaranteed seats in the courses listed below. Collegiate Academy students may take summer term courses when offered but are not guaranteed seats. High school course schedules will vary by high school site.

College-ready in Reading & Writing/English by June 30th - end of Freshman Year

| Sophomore Year | |
|---|---|
| Fall | Spring |
| 6 credit hours | 6 credit hours |
| 1. SLS 1103 (Strategies for Academic Success) 2. AMH 2010 (American History 1) | 1. AMH 2020 (American History 2) 2. Online Course Elective |

College-ready in Mathematics by June 30th – end of Sophomore Year
Required NFC Advising session by June 30th – end of Sophomore Year

| Junior Year | |
|---|---|
| Fall | Spring |
| 12 credit hours | 13 credit hours |
| 1. ENC 1101 (Freshman English) 2. A. MAT 1033 (Intermediate Algebra) B. MAC 1105 (College Algebra) 3. POS 2041 (American National Government) 4. Elective | 1. ENC 1102 (Freshman English 2) 2. A. MAC 1105 (College Algebra) B. STA 2023 (Intro College Statistics) 3. Science <u>with</u> Lab 4. Elective |

Required NFC Advising session by June 30th – end of Junior Year

| Senior Year | |
|--|--|
| Fall | Spring |
| 12 credit hours | 12 credit hours |
| 1. Humanities 2. ECO 2013 (Macroeconomics) 3. Science <u>without</u> lab* 4. Elective OR Second Math for students who took MAT 1033 | 1. Humanities 2. Elective 3. Elective 4. Elective |

*Or with lab. See the high school guidance counselor to ensure high school science requirements are met.

Students will need to take 2 credits of the same foreign language in high school OR complete 2 semesters of the same foreign language in college with grades of "C" or better OR have documented proficiency in a foreign language per college policy.

October 2023

Appendix C

Demonstration of Readiness for College-Level Communication and Computation

| TEST | | PERT | SAT | ACT | Next-Generation ACCUPLACER | |
|-----------------|--|------|------|-----|----------------------------|-------------------|
| | | | | | Through July 2022 | Since August 2022 |
| READING | | 106 | 24 | 19 | 245 | 256 |
| WRITING/ENGLISH | | 103 | 25 | 17 | 245 | 253 |
| MATH | MAT 1033 MGF 1106 MGF 1107 STA 2023 | 114 | 24 | 19 | 242 (QAS) | 261 (QAS) |
| | MAC 1105 | 123 | 26.5 | 21 | TBD | 263-275 (AAF) |

A combination of scores is accepted. Scores that are more than two years old may not be used for initial placement, 1008.30, Florida Statute. Rule 6A-10.0315 Demonstration of Readiness for College-Level Communication and Computation.

ACCUPLACER Next Generation and Mathematics:

- The **QAS sub-test** cut score for “college ready” per FLDOE is 261.
 - This qualifies students to take “gateway” courses MAT 1033, MGF 1106, MGF 1107, or STA 2023 at NFC.
- Students planning to take the algebra sequence of courses at NFC must take the **AAF sub-test** and score a minimum of 263 to be eligible for MAC 1105. Otherwise, students can use MAT 1033 as a prerequisite for MAC 1105 eligibility without a score from the AAF sub-test.

July 2023

Appendix D
Lottery Selection Process

Step 1: Prepare spreadsheet containing the following labeled columns:

- Column 1 - Names of eligible students (in alphabetical order by last name)
- Column 2 - Number Assigned (starting with #001)
- Column 3 - Selection Order
- Column 4 - Notification (for office use)

Step 2: Once each student has been assigned a number, place all of the numbered chips into a hat, box, or bag.

Step 3: A representative from NFC and a representative from SCSD will take turns drawing one chip at a time from the hat, box, or bag. As each chip is drawn, the selection order (1, 2, 3 ...) will be recorded next to the corresponding poker chip number drawn. Repeat this step until 30 students are selected. Five additional numbers may be drawn for alternates.

For extra-transparency, a white board could be used to manage the procedure, and the process could be video-taped for any challenges. Transfer all information from the white board to the spreadsheet for records.