



## Dual Enrollment Quick Reference Guide

The College of Charleston is responsible for ensuring all dual enrollment programs/offerings adhere to the [SACSCOC Dual Enrollment Policy](#).

### What is dual enrollment?

“Dual enrollment” refers to courses taught to high school students for which the students receive both high school credit and college credit, regardless of location or mode of delivery. This would include such coursework offered at the high school, on the institution’s campus, or via distance education.

### Substantive Change

Institutions are responsible for adhering to the [Substantive Change Policy](#) as it relates to dual enrollment, most commonly for off-campus instructional sites and cooperative academic agreements.

### Adherence to the Principles of Accreditation

Institutions are responsible for adhering to the [Principles of Accreditation](#) for all programs, which include dual enrollment programs/offerings.

In conjunction with the Principles of Accreditation, institutions must ensure the following, as they are responsible for program quality:

- **Faculty** - All faculty for dual enrollment programs/offerings should be properly credentialed to provide instruction for the college-level coursework. Likewise, there should be a sufficient number of faculty to provide oversight for the programs/offerings.
- **Curriculum** - For all dual enrollment courses offered, the institution employs sound and acceptable practices for determining the amount and level of credit awarded. Course content and rigor of dual enrollment courses are comparable to that of the same courses taught to the institution’s other students.
- **Institutional Effectiveness** - Dual enrollment student should be included within the institution’s regular institutional effectiveness processes.
- **Library and Learning Resources** - Students have access to appropriate library resources, and the institution demonstrates that students are able to use such resources effectively.
- **Academic and Student Support Services** - Academic and student support services are appropriate for the courses and programs offered.
- **Admissions and Transparency** - The institution implements appropriate eligibility and placement procedures to ensure that potential dual enrollment students are prepared for college-level courses.
- **Facilities** - Dual enrollment courses are offered in adequate physical facilities, whether under the control of the institution or under the control of the high school.