

## **Sophomore Dual Credit and Dual Enrollment Criteria**

Generally, dual credit and dual enrollment is for high school junior and seniors. John A. Logan College recognizes that, in some instances, sophomores may be academically prepared for college course work.

The College will consider approving sophomores for dual credit and/or dual enrollment on an individual basis provided the student can clearly demonstrate they meet all of the following criteria:

1. Appropriate academic qualifications
  - Achieve acceptable ASSET test scores in Mathematics, English, and Reading
2. High level of motivation
3. Adequate time to devote to studying a college-level course

Students requesting special consideration under this policy must submit the following documentation (with their enrollment form) for consideration at least six weeks prior to the beginning of the semester:

1. Dual Credit/Dual Enrollment form signed by all of the following individuals:
  - Student
  - Parent or Legal Guardian
  - Guidance Counselor
  - Principal or Superintendent
2. Two letters of reference from academic sources stating how the sophomore 1) meets the appropriate academic qualifications and 2) has the high level of motivation and maturation required for college course work (specific examples must be included).
3. One to two page student essay (double spaced) stating how you meet these guidelines (specific examples must be cited).
4. If the request is approved, sophomores must schedule their courses through an academic advisor at the College. The advisor will confirm the student has taken their placement tests and submitted their transcripts.

It is understood that all the stakeholders (student, parents, guidance counselors, principal or superintendent, and academic references) agree, without hesitation, that the student is ready to take on the challenge of college coursework. Further, they understand the College withdrawal policies apply to high school students.

Sophomores who satisfactorily complete a college level course with a grade of "C" or better in the fall semester will be approved to enroll in spring semester courses. They must submit a new dual credit/dual enrollment form for spring semester and it must be approved by all the stakeholders listed above. They will not be required to re-submit their letters of reference or essay.