



ALVIN COMMUNITY COLLEGE

Dual Enrollment

New Parent Orientation



ACC DUAL ENROLLMENT TEAM

ACC Advisors on High School Campuses

Ms. Gwendolyn Burgess - Turner CC High School

Ms. Alpha Trevino - Alvin & Danbury High Schools

Ms. Christina Maartens - Pearland & Dawson High Schools

Ms. Monica Silvas - Manvel High School

ACC Advisor - Shadow Creek High School

Contact on ACC Alvin Campus

Ms. Regan Metoyer Peterson, Director of Advising

Ms. Akilah A. Martin, Director of College & Career Pathways

ADA

- Americans with Disabilities Act – ACC Office of Disability Services
- Must go through the college to obtain accommodations.
- Contact Brett Haduch for ADA needs at 281.756.3533 or eods@alvincollege.edu

FERPA

- Family Educational Rights and Privacy Act
- Student must bring a picture ID and sign this form in front of their ACC Advisor.
- Gives parents permission to speak with ACC about students grades etc...

UNDERSTANDING COLLEGE CLASSES FOR DUAL ENROLLMENT

An ACC college course that will count as Dual Enrollment at the high school must be approved by the ISD. Courses are discussed and approved annually by ACC and the ISD.

The approved list is available in the ISD Course Catalog and on the ACC Dual Enrollment webpage (under the counselor section).

Only core academic courses, foreign language, or technical courses applicable to a certificate, can be considered as Dual Enrollment courses.

UNDERSTANDING COLLEGE CLASSES FOR DUAL ENROLLMENT

Academic Dual Enrollment College Course – core college courses that are part of ACC's transfer pathway degree. These courses transfer with a grade C or higher to Texas public colleges and universities, and most out of state public universities as well.

Examples: ENGL 1301 Composition I, GOVT 2305 Federal Government, PSYC 2301 General Psychology etc...

Technical Dual Enrollment College Course – courses that are part of workforce certificates and do not transfer to universities, but can transfer among community colleges.

Examples: CHEF 1205 Sanitation and Safety, WLDG 1521 Welding Fundamentals, AUMT 1405 Intro to Auto Tech etc...

UNDERSTANDING DUAL ENROLLMENT PATHWAYS

ACC Academic Transfer Pathways

- prepare students to transfer to 4 year universities.
- courses transfer with a grade C or higher to Texas public colleges and universities as core, directly for major or as elective (depends on students major).
- students have the opportunity to graduate with an Associate's in General Studies.

ACC Certificate Pathways

- prepare students to enter workforce after high school graduation upon successful completion of certification exams.
- courses do not transfer to universities but can transfer to other community colleges.
- students have the opportunity to apply courses to an Associate's degree if they continue with ACC after high school graduation.

COLLEGE vs. HIGH SCHOOL

- Fewer or no daily assignments.
- Least frequent tests, which cover more material.
- Student responsibility to seek feedback from instructor.
- Instructors are experts in their field with a different approach in teaching methods.

- Assignments are often given daily.
- Frequent quizzes and tests.
- Continuous feedback.
- High school teachers are trained in teaching methods.

ACC Academic Transfer Pathway Example – General

9th Grade		10th Grade		11th Grade		12th Grade		62
Fall	Spring	Fall	Spring	Fall	Spring	Fall	Spring	
Eng I		Eng II		Eng III ENGL 1301	Eng III ENGL 1302	ENGL 2322	ENGL 2323	
Alg I Geom		Geom Alg II		Alg II		MATH 1314	MATH 2412	
Bio I		Chem		HS Science		BIOL 1406	BIOL 1407	
W. Geo		W. Hist		HIST 1301	HIST 1302	GOVT 2305	GOVT 2306	
PE								
PSYC 1300	ARTS 1301 or MUSI 1306	SPAN 2311 or COMM 1307	SOCI 1301	PSYC 2301	← OR →	ECON 2301		
SPAN 1411	SPAN 1412							
7	7	3	3	9	6	13	14	

ACC Academic Transfer Pathways are available for Business Majors, Science, and Math intensive Majors. We will continue to add pathways.

ACC Certificate Pathway Example - Automotive

9th Grade		10th Grade		11th Grade		12th Grade		26
Fall	Spring	Fall	Spring	Fall	Spring	Fall	Spring	
Principles of Transportation		Automotive Tech I AUMT 1310 Auto Brake Systems AUMT 1407 Auto Electrical Systems		Automotive Tech II AUMT 2328 Auto Services AUMT 2417 Engine Performance Analysis		Practicum Transportation Systems/Extended AUMT 1405 Intro to Auto Tech AUMT 1419 Engine Repair AUMT 1445 Climate Control		
		3	4	3	4	8	4	

ICAR, ASE Automotive Service Excellence

ACC Certificate Pathways are available for Automotive, Pharmacy Tech, Welding, Culinary Arts and Emergency Tech for AISD or if available at ACC.

ACC DUAL ENROLLMENT ACADEMIC STANDARDS

AUTOMATIC WITHDRAWAL POLICY

Students placed in an alternative school or facility due to disciplinary reasons exceeding one week, will be automatically withdrawn from all dual enrollment college courses and assigned a 'W' for each course. Students remaining enrolled during the one week placement are responsible for all assignments missed and will be held to any grading penalty incurred due to the attendance policy of the course(s). Students may appeal the automatic withdrawal by contacting both the ACC instructional Dean and Vice President of Student Services for review.

HOMEBOUND POLICY

Students entering a semester on homebound status should enroll in online classes only. Students enrolled in a college class on the high school campus who require homebound status during the semester may:

- i. withdraw from the college course if prior to the published withdrawal deadline.
- ii. receive permission from the faculty member to continue under his/her guidelines.

Students are responsible for all assignments missed and will be subject to any grading penalty incurred due to the attendance policy of the course(s).

- iii. receive an incomplete grade in the class if the faculty member deems it appropriate.

ACC DUAL ENROLLMENT ACADEMIC STANDARDS

ACC 2.0 GPA

The college cumulative GPA will be calculated at the completion of each semester. Students whose college cumulative GPA is below 2.0, will be suspended from taking additional dual enrollment classes for one long semester (Fall or Spring); however a student may retake only the course they've earned a 'F' or 'D' in during the semester of suspension. Students can be reinstated the following semester. After completing classes during the reinstated semester, if the *semester* GPA remains below 2.0, future participation in the Dual Enrollment program will be prohibited.

FOREIGN LANGUAGE

A grade of C or higher is required to move to the next Foreign Language; and to guarantee transferability of core courses.

ACC DUAL ENROLLMENT ACADEMIC STANDARDS

COURSE GRADE APPEAL

A student shall have one year from the date a grade is assigned to submit a grade appeal. A student shall not be permitted to submit a grade appeal because of general dissatisfaction with the grade, when a penalty has been assigned to the grade, or due to the outcome of a course as a result of a grade. In addition, disagreement with the instructor's professional judgment of the quality of the student's work and performance shall not be permitted as the basis for a grade appeal. During an appeal, the student is required to first meet with the faculty member for discussion and to seek resolution. If resolution does not occur at the faculty level, the student may first appeal to the Dean and then the VPI for further consideration. The VPI may schedule a conference with the student or refer the appeal to an Academic Appeals Committee. Since only grade appeals will be considered by the Academic Appeals Committee, this will be a designated committee and not an open institutional standing committee. Complete procedures for a course grade appeal can be found in ACC's local policy, FLDB at <http://pol.tasb.org/home/index/214>. A course grade complaint form can be obtained at: <http://www.alvincollege.edu/Campus-Information/Student-Complaints>

DID YOU KNOW...

- College classes are taught by ACC Faculty/Master Degreed ISD Instructors
- College classes are offered on the high school campus, online, or on our main campus along with any satellite campus, for dual enrollment.
- Dual Enrollment college courses are not AP -
 - Advance Placement classes are high school classes with an end of year exam to determine college credit. Dual Enrollment classes are college classes that earn college credit throughout the semester.
 - AP classes usually have a higher GPA than Dual Enrollment classes.

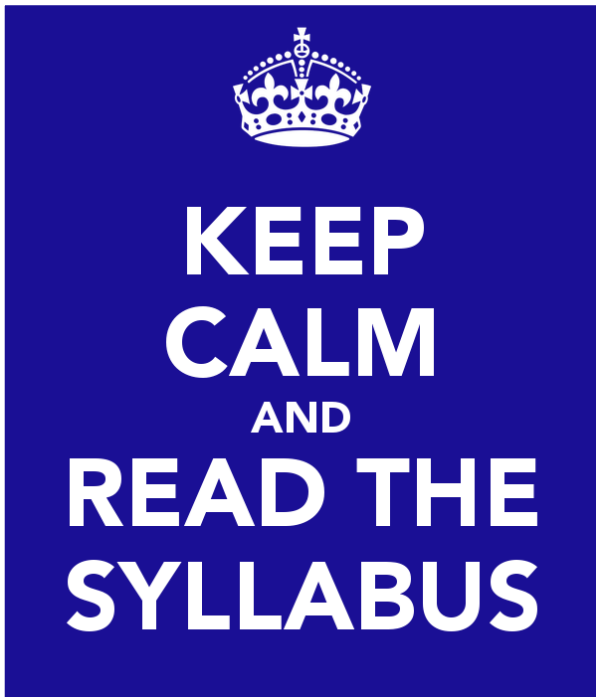
DID YOU KNOW...

- College courses are available to students in grades 9-12, for dual enrollment.
- Dual Enrollment students are exempt from the six drop rule and the threepeat rule while enrolled in the program.
- Access to the ACC Dual Enrollment Student Handbook can be found on the ACC Dual Enrollment website under Current Students.

WHAT IS A SYLLABUS?

A **Syllabus** is an outline of information about the college course you are taking. For each class, students receive a **Syllabus** that includes:

- Course Name
- Instructor Name, Contact Information, and Office Hours
- Required Textbook Information
- Course Objectives
- Assignments & Due Dates (How to submit assignments)
- Attendance, Grading, & Late Work Policies
- Academic Dishonesty Statement
- Resources available for success!



To access course syllabi online visit: <https://alvincollege.xitracs.net/catalog/>

YOUR COLLEGE GRADES

A	90-100
B	80-89
C	70-79
D	60-69

- Most college daily grades are reported in Blackboard. Students should refer to this system to retrieve college grades, **NOT** the high school reporting system.
- Students are encouraged to keep track of their grades as assignments are returned. Not all assignments are graded; however, those that are should be monitored by the student.
- In college courses, it is not abnormal to only have 4 graded assignments for the semester.
- STUDENTS, always, always, always communicate concerns regarding grades with your professor directly.


CHAIN OF COMMAND

- Questions or concerns regarding curriculum, grades, or assignments, should be addressed by your student initially to:
 - The Instructor
 - The Department Chair
 - The Dean
- If a student is unsuccessful and parental involvement is warranted, a FERPA form must be on file before the professor will discuss directly with a parent.
- The ACC Advisor cannot assist with grades, assignments, curriculum, or any classroom specific concerns. These concerns must be addressed with the instructor and department chair directly.

PARENT TIPS TO AID STUDENT SUCCESS

- Ensure that your student has thoroughly read through the course syllabus.
- Recognize that your parental role as related to their education shifts from primary advocate to secondary advocate when your student is enrolled in college courses.
- Encourage independence in solving problem. Allow your student the opportunity to solve any academic concerns. Resist the urge to handle an issue before your student has first attempted to resolve any problems.
- Help your student prepare for possible challenges that may arise throughout the school year.
- Assist in developing time management skills:
 - Break large assignments into meaningful pieces.
 - How to say “no” when sleep or studying is needed.
 - Find a good planner and/or calendar to track deadlines.
- Encourage your student to be engaged and aware in class.
- Understand that sometimes a straight A high school student may make their first C in a college level course.

CLASS REGISTRATION PROCESS

1. The ACC Advisor registers each Dual Enrollment college student!! 
 - This will take place in July for fall, or no later than the first week in August.
2. Students will receive emails once registered. The email will instruct students to log into the POD to review their registered courses.
 - Students will only see their fall courses. Spring registration will take place in November.

THE POD

[HOME](#) | [FACULTY & STAFF](#) | [DIRECTORY](#) | [THE POD](#) | [MAKE A PAYMENT](#) | [JOBS @ ACC](#) | [MARKETPLACE](#) | [CONTACT US](#)

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THE POD



Now Available!



Welcome to THE P D

Connecting you to ACC!

Calendars, Classes, Grades
News & Announcements
Email, Office 365
Student Activities
Student Planning
Registration



ALVIN COMMUNITY COLLEGE



ALVIN COMMUNITY COLLEGE

Login using your Alvin College email address.

Students: ACCessID@student.alvincollege.edu.

Faculty and Staff: ACCessID@alvincollege.edu

Sign in

[Forgot Password](#) | [Forgot ACCess ID](#)

New Accounts
START HERE



Account Support:
ACC IT Services. 281-756-3544



ACCess ID Setup

You must know your Student ID or Social Security Number to continue.

The setup process will:

1. Display your ACCess ID
2. Send a temporary password to an email address currently in the system.

You may then login to The POD to update your password.

Password requirements:

At least 8 characters long and contain at least 3 of the following categories:

- English uppercase characters (A through Z)
- English lowercase characters (a through z)
- Numbers (0 through 9)
- Non-alphabetic characters (for example, !, \$, #, %)

Must not contain any part of your first or last name.



What's my ACCess ID?

In order to retrieve your User ID you must fill in your last name and one of the two additional identifying numbers. Note: If you enter your Last Name and SSN, it will show your User ID and Student ID.

* = Required

Last Name*

Soc. Sec

OR

Student ID

SUBMIT



Select an e-mail address

* = Required

Here's your User ID amartin

Send my temporary password to this email address *

amartin@alvincollege.edu ▼

SUBMIT

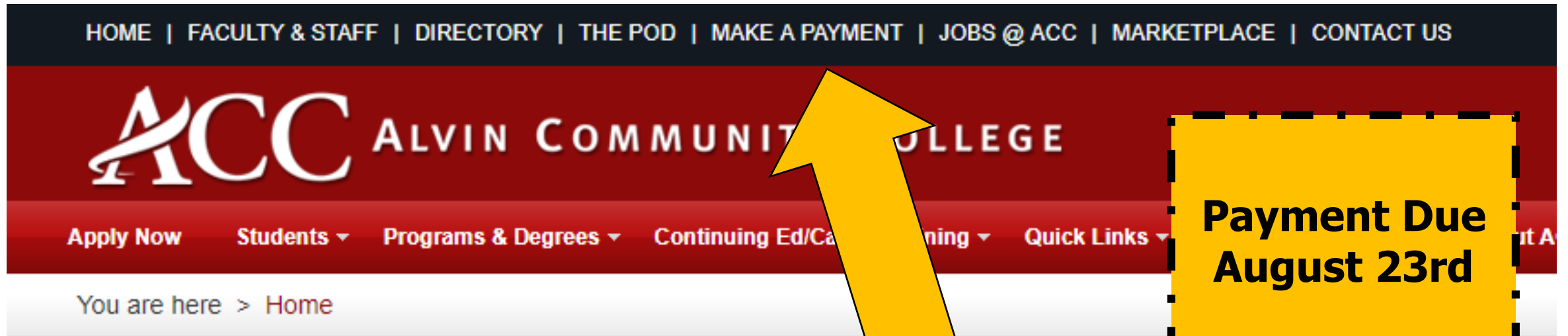
CLASS REGISTRATION PROCESS

3. Payments will be made online or in person at ACC by **August 23rd**.

- Payment plans are available and must be set-up with the ACC Business office. There is a \$30 fee associated with setting up a payment plan.
- Financial Aid is not available for high school students.
- Hazelwood Funds can be used to pay for Dual Enrollment college courses.



MAKING A PAYMENT



THE POD

Student and Staff

Student ID No.

Birth Date mmddyy

Login

Authorized User

Select Student and Staff button

Student ID = ACC ID number or Social Security number no spaces or dashes.

Announcement

Summer 2018

The Summer 2018 3 Payment Plan begins May 1, 2018.

The payment deadline for Summer 2018 11 week & Summer 1 (5 week) semester is Wednesday, May 23, 2018.

Classes will be dropped for nonpayment on May 24, 2018.

Classes will be dropped for nonpayment on a daily basis from May 25 through the June 4, 2018.

Late Registration will be from May 24 - June 5, 2018.

Classes begin June 4, 2018.

There will not be a payment plan available for Summer 2018 classes after June 5, 2018.

If you need further assistance, please call us at **(281) 756-3515**.

Fall 2018

The Fall 2018 5 Payment Plan will be available from May 24, 2018 - June 18, 2018.

Student Account

ID: xxx[REDACTED]

Balance

\$533.00

[View Activity](#)

[Make Payment](#)

My Profile Setup



Authorized Users



Payment Profile



Notifications

Term Balances

2018 Summer	\$533.00
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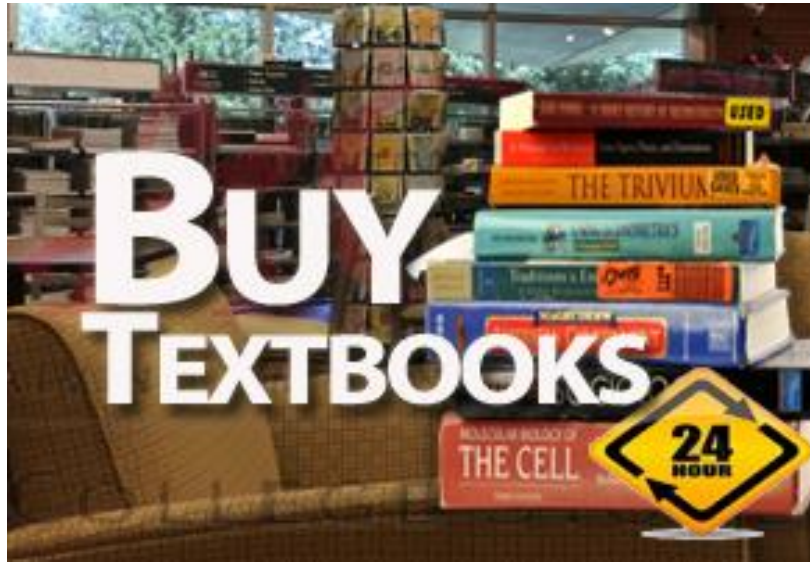
Payment is due by the end of the first full week of school!

CLASS REGISTRATION PROCESS

4. Students will need to purchase their textbooks prior to the first day of class or no later than the second day!

- Textbooks are available at the ACC College Store.
- Textbooks may be purchased new, used or rented.
- If students choose to purchase their textbooks outside of the ACC College store, please make sure that any codes and/or supplemental material needed is also purchased.





Book Buy Back

Students are able to sell books back to the bookstore at the end of the semester for cash. Refer to the College Store webpage for more information.

When to buy?

Students should have their textbook purchased before class, the first day of class or no later than the 2nd class day. If you purchase your book before, do not open the shrink-wrap until the first day of class.



**PURCHASE OR RENT
TEXTBOOKS**

www.alvincstore.com

Store Hours:

Monday-Thursday

7:30am-6:30pm

Friday

7:30am-2:00pm

Alvin Community College is closed
on Fridays during the Summer



The College Store makes it easy to find the exact textbooks you need for every class. Add your courses to view a list of textbooks and materials as specified by your instructor(s).

Find It > Add It > Buy It

Not sure what to do? Click for instructions.

Alvin Community College textbooks

1. Select a Campus Term

ALVIN COMMUNITY COLL - 218SUB ▾

2. Select a Department

ARTS-ARTS ▾

3. Select a Course

1301 ▾

4. Select a Section

-- Select a Section -- ▾

ADD COURSE TO LIST

HIST 1301, 5MHS (ALVIN COMMUNITY COLL) ✕

GET YOUR BOOKS



Course Materials

Quick Select

No Preference ▾

☒ Required

☒ Recommended

☒ Optional

Displaying Textbooks for
HIST - 1301, section 5MHS (James Bailey)

Give Me Liberty Brief

Author(s): Foner
ISBN 9780393614145
Copyright: 17
Publisher: Norton
Edition: 5
Binding: Paperback
Required

List Price

\$85.00

Qty



New

\$85.00

0



New Rental

\$53.75

Used

N/A

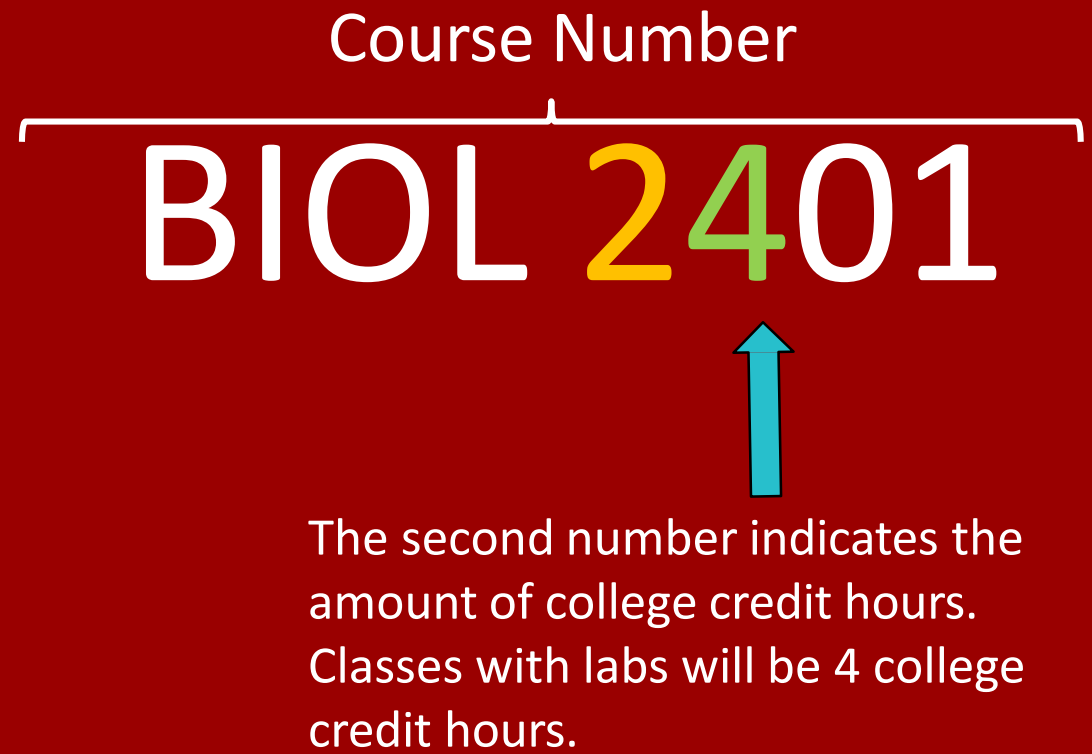
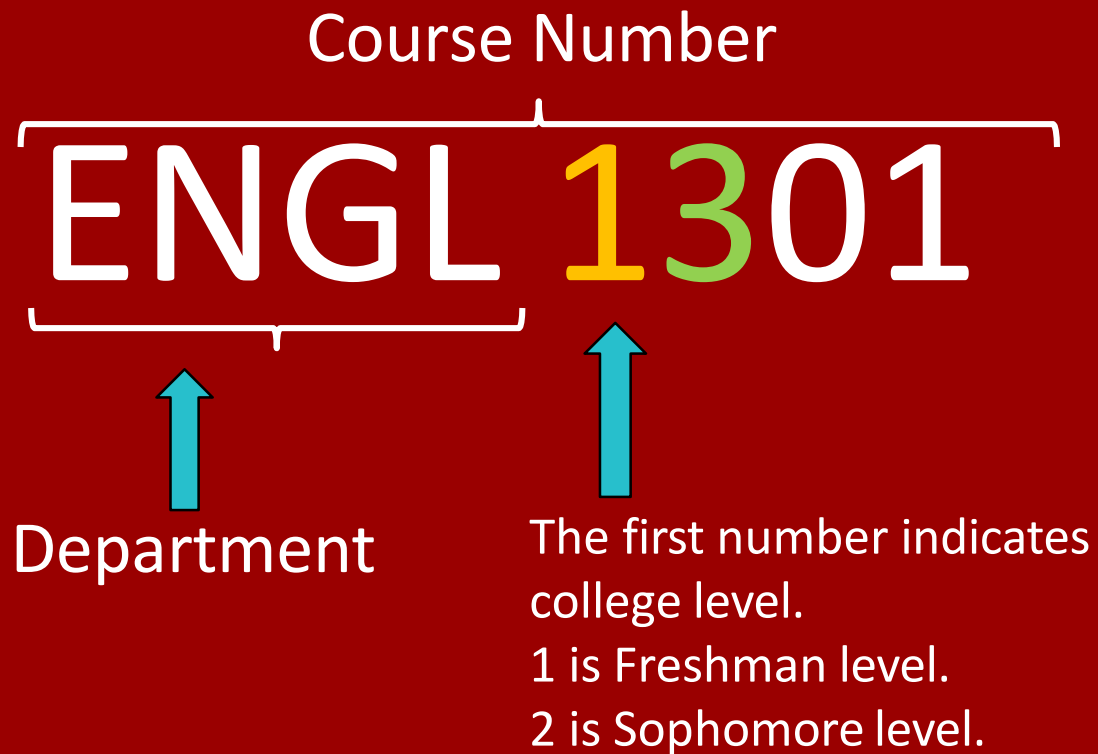
Used Rental

N/A

Used Not Available

Purchase Total: **\$0.00**

UNDERSTANDING THE COLLEGE COURSE NUMBERING SYSTEM



HOW TO READ A TRANSCRIPT

```

*****
TEC 51.907 Undergraduate Course Drop Counter - (0)
*****
***** TEXAS SUCCESS INITIATIVE *****
AREA   STATUS   METHOD          SCORE   DATE
Math   Passed   TSI Assessment-Math    379    04/27/2016
Reading Passed   TSI Assessment-Reading 354    04/27/2016
Writing Passed   TSI Assessment Essay    5      04/27/2016
Writing Passed   TSI Assessment-Sent Skills 364    04/27/2016
*****
***** C O U R S E S *****
-----
Course Number   Title                                     Grd   Hrs
-----
HIST    1301    United States History I                   A     3
          060 American History
Term 216FA Totals:  ATT=  3  CMP=  3  PTS=  12  GPA=  4.00
Cuml Totals:      ATT=  3  CMP=  3  PTS=  12  GPA=  4.00
-----
HIST    1302    United States History II                  B     3
          060 American History
Term 217SP Totals: ATT=  3  CMP=  3  PTS=   9  GPA=  3.00
Cuml Totals:      ATT=  6  CMP=  6  PTS=  21  GPA=  3.50
-----
ENGL    1301    Composition I                             A     3
          010 Communication
GOVT    2305    Federal Government                       A     3
          070 Government/Political Scie
SOCI    1301    Introduction to Sociology                 A     3
          080 Social/Behavioral Science
+Merit List+
  
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Course Number   Title                                     Grd   Hrs
-----
MATH    1314    Spring 2018 Mini 3 (3 Weeks)             A     3
          College Algebra
          020 Mathematics
Term 218SPM3 Totals: ATT=  3  CMP=  3  PTS=  12  GPA=  4.00
Cuml Totals:      ATT=  30  CMP=  30  PTS=  111  GPA=  3.70
-----
MUSI    1306    Summer 1 2018 (5 Weeks)                 IP
          Music Appreciation
          050 Creative Arts
Term 218SU1 Totals: ATT=  0  CMP=  0  PTS=   0  GPA=  0.00
Cuml Totals:      ATT=  30  CMP=  30  PTS=  111  GPA=  3.70
-----
PHIL    2306    Summer 2 2018 (5 Weeks)                 IP
          Introduction to Ethics
          040 Lang, Phil & Culture
Term 218SU2 Totals: ATT=  0  CMP=  0  PTS=   0  GPA=  0.00
Cuml Totals:      ATT=  30  CMP=  30  PTS=  111  GPA=  3.70
*****
***** END OF RECORD *****
  
```

Test scores

Cumulative College GPA

Total college
credit earned.

IP means
In Progress

ENGL 1301 Composition I = 3 college credit hours
The second number is the number of college credit
hours the student will earn.

REMINDERS!

1. Students receive a newsletter email from our department monthly. If you are not receiving these emails, please contact your ACC Advisor immediately. Email is our official form of communication with you!
2. The student's on-campus ACC Advisor will register them for any courses that they take while they are in the Dual Credit program. They will not register themselves.
3. If you ever need assistance, please contact your ACC Advisor on your campus directly! Preferably by email.

Fall Payment Deadline is August 23rd

Important FALL Dates

First Day of Class	August 26
Payment Deadline	August 23
Census Date (16 week)	September 10
Withdraw Deadline	November 20
Final Exams	December 9-14
Grades Due	December 16

FALL Refund Dates

100%	September 3
70%	September 4 – September 16
25%	September 17 – September 23
No refunds after	September 23

STAY INFORMED!!



Text **@de1920** to **81010** for info via text

facebook

Alvin Community College – Dual Enrollment

twitter

@alvindualenroll



Instagram

@accdualenrollment