

Academic Year 2025-2026
Dual Enrollment Articulation Agreement
Between Northwest Florida State College
And [ENTER DISTRICT NAME HERE]

Northwest Florida State College (the “College”) and [ENTER DISTRICT NAME HERE] Florida (the “District”) enters this Dual Enrollment Articulation Agreement (the “Agreement”) to offer students access to Dual Enrollment opportunities at the College.

1. **Term.** This Agreement is effective for the 2025-2026 Academic Year as published in the Academic Calendar on the College website. This Agreement may be amended or renewed annually by mutual agreement of the College and the District.
2. **Purpose.** Dual Enrollment is one of the articulated acceleration mechanisms defined in Florida Statutes. The mission of dual enrollment is three-fold: shorten the time necessary for a student to complete the requirements of a postsecondary degree and high school diploma; broaden the scope of curricular options available to students; or increase the depth of study available for a particular subject. The purpose of the articulation agreement is to serve as a clarification and supplement to the College Catalog, the governing document for academic programs and policies for Northwest Florida State College.
3. **District Articulation Committee.** The District Superintendent and the College President shall review the Agreement on an annual basis through a District Articulation Committee. Consistent with § 1007.271(21), Florida Statutes (F.S.), the District Superintendent and the College President have established a District Articulation Committee which comprises designees from both entities and meets at will.
4. **Eligible Students May Enroll in College Courses.** Under the dual enrollment program, the District’s eligible public secondary students, with the consent of their parent(s)/guardian(s) and the coordination of their school principal/designee, may enroll in college courses through the College. Coordination will be based on the conditions outlined below. The successful completion of the college courses will allow the District’s students to earn college credits, simultaneously counting toward the completion of a high school diploma and a career certificate, an associate degree, or a baccalaureate degree. This Agreement applies to the District’s students or other students as mutually agreed upon by the District and the College.
5. **Eligibility Requirements for Dual Enrollment.** The dual enrollment program is the enrollment of an eligible secondary student in a postsecondary course creditable toward high school completion and a career certificate, an associate degree, or a baccalaureate degree. A student who is enrolled in a postsecondary course that is not creditable toward a high school diploma may not receive dual enrollment benefits for the ineligible course(s).
 - a. *Definition of an Eligible Secondary Student:* An eligible secondary student is a student who is enrolled in any of grades 6 through 12 in a Florida public school or in a Florida private school that complies with § 1002.42(2), F.S., and provides a secondary curriculum under § 1003.4282, F.S. Students who meet the eligibility requirements may register for approved college credit courses. Graduating seniors are not eligible for dual enrollment status during the term immediately following their graduation date,

- even if the registration period or college courses begin prior to the student's actual graduation date.
- b. *General Dual Enrollment Eligibility:* Students must meet the eligibility requirements provided in § 1007.271(3), F.S., regarding grade point average ("GPA") and placement testing. Students who are eligible to participate in college credit dual enrollment will be identified by the school's designee at each enrollment period according to the following criteria:
 - i. For initial and continued enrollment in college credit dual enrollment courses, a student must maintain a 3.0 unweighted cumulative high school GPA and achieve the minimum score in Reading, Writing, and Math on a common placement test adopted by the State Board of Education which indicates that the student is ready for college-level coursework.
 - ii. For initial and continued enrollment in college credit dual enrollment courses, a student must maintain a cumulative College GPA of 2.0 or above.
 - c. *Career Dual Enrollment Eligibility:* Students must meet specific eligibility requirements to participate in career dual enrollment ("Career Dual Program"). Students who are eligible to participate in a Career Dual Program will be identified by the school's designee at each enrollment period according to the following criteria:
 - i. For initial and continued enrollment in a Career Dual Program, a student must maintain an unweighted, cumulative high school GPA of 2.0 or above and must also satisfy a basic skills assessment through the Test of Adult Basic Education ("TABE") or another approved assessment as stated in State Board of Education Rule 6-A10.040. The College Catalog provides more information.
 - ii. For initial and continued enrollment in a Career Dual Program, a student must maintain a cumulative College GPA of 2.0 or above.
 - d. *Exceptions to Required GPA for Individual Students:* Upon written agreement, the District and College may approve exceptions to eligibility requirements and incorporate those changes in writing through an appendix to this Agreement signed by both parties.
 - e. *Exception to Minimum Placement Score for College Success:* A student who meets all other eligibility requirements to participate in dual enrollment may enroll in College Success – SLS1101 (one attempt with no repeats available) as a dual enrollment student with PERT scores in the following range: Reading: 84-105; Writing/Grammar: 90-102; and a Math score. The student may not enroll in any additional or future dual enrollment courses unless they meet all eligibility requirements including the minimum required placement scores referred to in subsections (b) and (c) above. A student enrolling in SLS1101 under this section must follow all the processes outlined in the Agreement for enrollment.
6. **Students' Rights and Responsibilities.** Dual enrollment students are considered College students, and they have the same rights and responsibilities and are subject to the same Student Code of Conduct and Academic Integrity standards as traditional college students. Dual enrollment students and their parents are encouraged to refer to the Dual Enrollment webpage on the College website at www.nwfsc.edu/dual. A statement of Student Rights

and Responsibilities is found in the College Catalog, which is incorporated in this Agreement.

- a. Under the standards set by the Florida Department of Education, students enrolled in the District who meet the dual enrollment eligibility requirements must be allowed to enroll in college credit courses designated as part of the state and local dual enrollment program. Students may be dismissed from the dual enrollment program for disciplinary reasons, including but not limited to disruption of the learning environment.
 - b. Students in dual enrollment courses must abide by local school policies if the course is held in a District school and are subject to College policies when enrolled in a College course in any location.
 - c. As outlined in the College's Student Handbook (located in the College Catalog), the College reserves the right to deny student participation in dual enrollment if a student violates their high school's code of conduct.
7. **Process to Inform Students and Parents about Opportunities for Students to Participate in Dual Enrollment.** Students and parents will be apprised of the opportunity to participate in the dual enrollment program and the availability of related college course offerings through the cooperative effort of the District and the College to include public news releases, mailings, conferences, and/or announcements made at the schools or on the District or College website ([\[ENTER SCHOOL WEBSITE ADDRESS HERE\]](#) and www.nwfsc.edu). The District shall inform all secondary students of dual enrollment at the College as an educational option and mechanism for acceleration, including eligibility criteria, the option for taking dual enrollment courses beyond the regular school year, and the 24 minimum high school credits required to earn a standard Florida high school diploma. The information will be provided in a timely manner, prior to student enrollment in college-credit courses.
8. **Eligible Courses and Programs for Eligible Students.** Courses eligible for dual enrollment consist of college credit courses of three or more credit hours that are listed on the College's Dual Enrollment Resources website (<https://www.nwfsc.edu/dual-enrollment-resources/>), which is incorporated in this Agreement.
- a. Applied academics for adult education instruction, developmental education, and other forms of pre-collegiate instruction, as well as physical education courses that focus on the physical execution of a skill rather than the intellectual attributes of the activity, are ineligible for inclusion in the dual enrollment program.
 - b. Courses that do not meet high school course equivalency are not eligible for dual enrollment.
 - c. The following 1- or 2-credit hour fine arts courses beginning with the course prefixes of DAA, MUN, MVB, MVK, MVP, MVS, MVV, MVW, TPA, TPP are not eligible for dual enrollment. For these specific courses, if a dual enrollment student attempts to enroll in the course, the enrollment is subject to approval by the Executive Director of K-12 Programs and the student is responsible for the tuition and fees for these ineligible courses because they are not included in the dual enrollment program. Any student carrying a balance from an ineligible course will not be permitted to continue participation in the courses that are ineligible for dual enrollment.

- d. For career dual enrollment, both clock hour and college credit courses and programs must lead toward an approved industry certification from the CAPE Industry Certification Funding List as provided for by § 1008.44, F.S., and which is available at <https://www.fldoe.org/academics/career-adult-edu/cape-secondary/cape-industry-cert-funding-list-current.stml>. Course Equivalencies may be found [online](#). All admissions requirements for participating in a career dual enrollment program apply to dual enrollment students.
9. **General Dual Enrollment Admissions Guidelines.** The following are the general dual enrollment admissions guidelines:
- a. Students must follow the application and registration process outlined on the College's dual enrollment website.
 - b. Students who are eligible for dual enrollment under this Agreement may enroll in dual enrollment courses conducted during school hours, after school hours, and during the summer term.
 - c. Enrolled students shall not exceed 16 credit hours in any fall, spring, or summer semester.
 - i. After a student has earned 15 college credit hours, if they have achieved a College GPA of 3.5 or higher, they may enroll in up to 18 credit hours per semester, upon approval by the high school. After a student has earned 15 college credit hours, if they have achieved a College GPA of 4.0, they may enroll in 19 to 21 credit hours per semester, upon approval by the high school. No dual enrolled student may enroll in more than 21 credit hours per semester.
 - ii. If a student (1) is in their final semester of high school and enrolling in their final semester to complete a College credential; (2) is otherwise eligible to participate in dual enrollment; and (3) meets the minimum continuing GPA requirements for both high school and College, such student may enroll in more than 16 credit hours but not exceed 21 credit hours for the sole purpose of being permitted to complete the College credential.
 - d. Both parties recognize that online coursework presents unique challenges to students. The College recommends that a dual enrollment student's first experience with college-level coursework be in the traditional face-to-face classroom environment when available.
 - e. Dual enrollment students are limited to a total of three unsuccessful attempts in the dual enrollment program. An unsuccessful attempt is defined as a failing grade (F) or a Withdrawal from a course (W). It is the District's responsibility to ensure students do not repeat any courses, including courses from which they withdrew or received a grade of F.
 - f. As provided in the College Catalog, students must meet additional admissions requirements for programs with a competitive selection process and upper-division coursework is restricted to students who have earned their Associate in Arts or Associate in Science degree.

10. **Career Dual Enrollment Admissions Guidelines.** College Courses offered as part of a Career Technical degree program or Career Certificate program (“Career Dual Program”) will be available to dual enrolled students through a clock-hour program unless (1) exclusions are identified in the admissions criteria for the program, (2) the programs fail to meet the minimum required threshold of 75 clock hours for awarding high school credit, or (3) enrollment is prohibited by fees.
 - a. Eligible Career Dual Programs will be listed on the Dual Enrollment website (<https://www.nwfsc.edu/academics/dual-enrollment/>), which is incorporated in this Agreement.
 - b. Students that select a Career Dual Program may only take courses aligned with that program of study and may not select a secondary program of study.
 - c. Students enrolled in a Career Dual Program with selective admissions requirements must follow College Catalog policies for admissions consideration, which include having completed the initial general application.
 - d. All general admissions guidelines in Section 9 apply to Career Dual Programs, except as modified specifically for Career Dual Programs in this section.
11. **College Dual Enrollment Registration Policies.** Dual enrollment students must complete the electronic Dual Enrollment Course Request Form and obtain the appropriate signatures. The College will process forms in the order received during the advertised periods. Once cleared, dual students must register themselves for their individual course sections. Dual students will be responsible for completing all schedule adjustments, to include Drops, Adds, and Withdrawals in accordance with the advertised periods on the Academic Calendar. General term information including drop/add and withdrawal information is published on the College website: www.nwfsc.edu. Courses dropped during the schedule adjustment period (drop/add) do not appear on students’ transcripts. Specific term information may be altered for dual courses taught at a secondary school site as determined by mutual agreement between the District and the College.
12. **Courses Taught on High School Campus.** Courses taught on a high school campus must meet the following conditions:
 - a. Courses may be offered in the high school by invitation and mutual agreement of the District and the College. Courses offered in the high schools, either in a traditional or virtual classroom, may be scheduled on a flexible, rotating, and staggered basis to meet the needs of high school students and to complement the high school curriculum while maintaining the integrity of the college courses; however, these college courses may not be combined with any high school course.
 - b. The District’s dual enrollment representative may request college courses to be taught on the high school campus using a fully qualified instructor who is employed by the College or the District. In accordance with the College accreditor’s approval to offer courses county-wide in the District’s public schools, the College can offer up to 24% of the credits towards any degree program at any given high school. The College will attempt to meet course requests. The approved On-Campus Courses may be found in Appendix A.

- c. The principal or his designee shall make requests for college courses taught on a high school campus to the Executive Director of K-12 Programs and Student Engagement (Director) in the fall semester preceding the academic year in question. The Director will work with the College departments to determine if the requests can be filled. The Director notifies the high school whether the high school's requests can be fulfilled, which should be completed before the high school students sign up for their courses for each school year. The College will inform the District at least 45 days before the start of the term in which courses are offered and which instructional materials are required for the courses.
13. **District Responsibilities for Determining Eligibility and Monitoring Student Performance.** The Dual Enrollment Course Request Form signed by a high school official confirms eligibility, including verification of the cumulative high school GPA, placement scores, and ongoing College GPA requirements. The high school is responsible for monitoring student progress. Their designee will be provided mid-term and final grade reports upon their availability. Students must use College resources such as CANVAS and DegreeWorks to monitor their progress.
 14. **High School Credit Earned for Passing Dual Enrollment Courses.** Students earning passing grades in dual enrollment courses will receive both high school units creditable toward high school graduation and college credits applicable to a career certificate, an associate degree, or a baccalaureate degree. For a three- or four-credit hour college course, a student will simultaneously earn the appropriate number of hours of college credit and .5 Carnegie unit applicable toward high school graduation, except for those courses for which 1.0 Carnegie unit are awarded per state guidelines. For any Career Dual Program, the following methodology must be used for the awarding of high school credits: 0.5 high school credit for each 75 hours in the course rounded down to the nearest 0.5 credits. High school credits are awarded upon completion of the postsecondary course. The District will weigh both general education and career dual enrollment courses the same way that they weigh Advanced Placement and International Baccalaureate courses. An alternative grade calculation or weighting system that discriminates against dual enrollment courses shall not be used.
 15. **Student Transcripts.** College credits earned under this program will be duly entered on the student's College transcript as well as on the student's high school transcript. Students may review their college course records through RaiderNet. All grades earned are reported to the appropriate high school and posted to the Northwest Florida State College transcript; grades earned in dual enrollment courses are part of the permanent postsecondary academic record.
 16. **Informing Students and Parents of College-level Course Expectations.** College dual enrollment personnel and Student Success Navigators partner with high school counselors to inform all students and parents that dual-enrolled students are enrolling in college-level, postsecondary courses. Dual-enrolled students and parents are provided with the following information at the time of registration:

The content in College courses is designed to offer all students a challenging, growing experience in each course. Each course experience may include content that is more mature, wide-ranging, or different from that which is offered in a high school classroom. The curriculum is not modified for dual enrollment students, and dual enrollment students share courses with students of many ages, backgrounds, and beliefs. Dual enrollment students are expected to participate fully in college courses. A dual-enrolled student may be introduced to

theories, topics, materials, discussions, or ideas that are different from those they have encountered before or that they do not agree with. Every College student is expected to talk independently with their instructor to address any questions or concerns or, as needed, follow the College complaint process as stated in the College Student Handbook, or withdraw from a course.

Northwest Florida State College complies with federal, state, and accreditation requirements. Every course that a dual enrollment student may enroll in is subject to the academic standards of the College, including but not limited to qualifications of the faculty, time in the classroom, instructional materials, and syllabus content. The curriculum, content, evaluation of performance, and selection of instructional material is the prerogative of the instructor in accordance with college-approved syllabi. The College Vice President of Academic Affairs, the College Curriculum Committee, and respective divisions or departments of the College monitor the instructional quality of all College courses per institutional guidelines and the Statement of Standards for Dual Enrollment Programs in the Florida College System. Courses offered under the dual program meet or exceed the standards of the Southern Association of Colleges and Schools Commission on Colleges. All grades earned will be reported to the appropriate high school and posted to the high school and Northwest Florida State College Transcripts; hence, the dual grades are part of the permanent secondary and postsecondary academic records.

17. **College Faculty Handbook's Professional Rules, Guidelines, and Expectations.** There are no exceptions to the College's standards for faculty as they relate to dual enrollment students. Instructors assigned to teach dual enrollment courses under this Agreement are employed by the College during their teaching assignment. Instructors in this program will adhere to the professional guidelines, rules, expectations, procedures, and deadlines of the College. All instructors must submit official transcripts and complete the College hiring process. All instructors must complete training and orientation prior to each semester. While working for the College, the adjunct instructor will report to the chair/director of their discipline. Instructors teaching dual enrollment courses will be evaluated by the appropriate chair/director who will use the same criteria used for non-dual enrollment College instructors. The College will provide all adjunct instructors teaching courses exclusively for dual enrollment students with a full-time faculty contact or liaison in the same discipline, information for accessing the faculty and student handbooks online, copies of course plans and objectives for the college courses they are teaching, and information about the end-of-course assessment or a series of assessments of all expected learning outcomes as determined by the College.
18. **College Student Handbook's Rules, Guidelines, and Expectations Applicable to Faculty.** There are no exceptions to the College's standards for faculty as it relates to enforcement of the Student Handbook for dual enrollment students.
19. **Administrative Responsibility for Activities in Secondary Public School Facilities.** The administrative responsibility for activities occurring in the various public school facilities rests with the principal or principal's designee, who will arrange for appropriate classroom space and make every effort to ensure that the scheduled courses can function as mutually agreed upon between the College and the high school without interruption by high school activities.
20. **Student Attendance.** The attendance of high school students in the dual enrollment courses will be monitored by the instructor. Regular and prompt attendance in all courses is expected. Within the guidelines applicable to all faculty at the College, instructors establish attendance

and make-up work policies for their courses. It is the student's responsibility to notify the instructor of any absence and plan to complete any missed work. The student's high school will enforce its own attendance policies.

21. **Student Withdrawal from College Courses and Unsuccessful Attempts.** Withdrawal policies and dates for the College apply to dual enrollment students. Dual Enrollment students are limited to one withdrawal per college course. Students who have three unsuccessful attempts (withdrawals/W or failures/F or a combination of the two) for dual enrollment courses are no longer eligible to participate in dual enrollment. Withdrawal from a Dual Enrollment course is posted on a student's transcript and may have an impact on future status in colleges or universities.
22. **Course Repeat Rules for Dual Enrollment Students.** Dual enrollment students may not repeat a course through dual enrollment which they have previously attempted to include courses they have failed or withdrawn.
23. **College Responsibilities for Transmitting Grades to the District.** Progress of dual enrollment students during a semester is monitored primarily at the course level where faculty members can report attendance problems (including warning notice) or refer struggling students to various resources available at the College. In addition, all dual enrollment students will be able to view midterm grades during the fall and spring semesters and final grades at the end of each semester by logging into their student RaiderNet account. The College will provide the principal of each high school or his designee, and the appropriate District designee a report of mid-term grades for fall, and spring terms and final grades each term for students enrolled under the provisions of this Agreement. Continued participation in dual enrollment from one semester to the next is determined by the eligibility criteria in this Agreement. The student's final grade in the college course shall be posted to the student's high school transcript.
24. **Tuition and Fees.** Students registering for dual enrollment courses in this program are exempt from paying tuition or fees. Students are eligible for the dual enrollment fee exemption through the last term of their high school enrollment.
25. **Costs Incurred by Each Party.** The parties will bear costs as described below:
 - a. The College will invoice the District \$71.98 or other amount as required by Florida law per student credit hour for dual students taking general dual enrollment college courses during the fall or spring terms at any College location, including online courses. The College will invoice the District \$2.33 or other amounts as required by Florida law per clock hour for dual students taking Career Dual Program college courses during the fall or spring terms at any College location. The College will issue the invoice at the conclusion of each term.
 - b. The College will invoice the District \$1,000 per credit hour when an existing full-time or adjunct College instructor teaches a college course for dual enrollment students' onsite at a high school.
 - c. High school teachers whose credentials are evaluated by the College and who are deemed qualified to teach a college course at the high school will be compensated by the District. The high school teacher will be required to submit an application for employment at the College and fulfill all onboarding requirements before beginning instruction for the College. Payment for the course taught onsite at the high school will

- be made by the District as part of the high school teacher's load. High school teachers who serve as College adjuncts may be eligible for additional teaching assignments through the College, paid by the College.
- d. As part of the cooperative efforts between the District and the College, neither the District nor the College will charge the other for any use of their respective classroom facilities for courses offered under this program.
26. **Instructional Materials.** In accordance with existing Florida law, the District will provide instructional materials to each dual enrollment student and pay the College's designated third-party bookstore, currently Barnes and Noble College, upon receipt of an invoice specifying the materials each student received. Textbooks and other non-consumable instructional supplies issued to students are the District's property and the student's responsibility. At the end of the semester, students shall return all issued books and supplies to the bookstore. Specific to the Courses in Appendix A, the District is responsible for the instructional materials, including lab equipment, supplies and materials.
 27. **FTE Funding.** State revenue appropriated to the District and the College is in accordance with the applicable provisions of Florida law and is not altered by this Agreement.
 28. **Student Transportation.** Students enrolling in college courses are responsible for providing their transportation.
 29. **Accommodations Services and Resources for College Courses.** The College's Accommodations Resource Center (ARC) assists students with disabilities or special needs. Accommodation policies and procedures differ in secondary and postsecondary courses, and requests for accommodations must be made by dual enrollment students directly to the College's ARC with appropriate supporting documentation that meets ARC requirements for the College to provide accommodations. Complete information on Students' Rights and Responsibilities related to requesting accommodations for college courses, including request forms and criteria for supporting documentation, is found at <https://www.nwfsc.edu/accommodations/>.
 30. **Florida Department of Education Statement on Transfer Guarantees.** Postsecondary courses taken through dual enrollment will transfer to any Florida public college or university offering that statewide course number and must be treated as though taken at the receiving institution. However, if students do not, upon high school graduation, attend the same college or university where they earned dual enrollment credit, the application of transfer credit to general education, prerequisite and degree programs may vary at the receiving institution if the course is not offered by the receiving institution. In addition, students who attend an out-of-state college should check with their intended institution to inquire whether dual enrollment credit will be accepted in transfer. Transfer policies for postsecondary courses taken through dual enrollment are consistent with those for students who take postsecondary coursework as a regularly admitted postsecondary student.
 31. **Statutory Compliance.** Each party shall comply with all applicable federal and state laws, codes, rules, and regulations in performing its duties, responsibilities, and obligations under this Agreement. If any conflict exists between the provisions of this Agreement and applicable law, the provisions of law shall prevail. Nothing in this Agreement shall be construed as consent by either the District or the College to be sued by third parties in any matter arising out of or related to this or any other agreement.

32. Ratification or Modification of all Existing Articulation Agreements. This Agreement serves to ratify the existing agreement between the College and the District and modify it for the 2025-2026 Academic Year. The signed Agreement will be submitted by the College to the Department of Education on or before August 1, 2025. This Agreement constitutes the entire agreement between the parties, and no addition, modification or amendment to this Agreement shall be effective unless in writing and executed by the parties to this Agreement. The parties may append written, signed amendments to this Agreement to modify this Agreement upon the mutual agreement of both parties. As applicable and agreed to by the College, other educational institutions are eligible to adopt the terms of this Agreement for the purpose of entering into a dual enrollment articulation agreement with the College. Adoption agreements shall not amend or make the District a party to the agreement with the party adopting the terms of the Agreement with the College.

Signatures on the Following Page

The parties agree to the terms of the Agreement by their signature below:

HOLMES COUNTY SCHOOL DISTRICT, FLORIDA

By: _____
Superintendent

_____ Date

By: _____
Chairman of the Board
HOLMES COUNTY SCHOOL DISTRICT

_____ Date

**THE DISTRICT BOARD OF TRUSTEES OF
NORTHWEST FLORIDA STATE COLLEGE**

By: _____
Mel Ponder, President

_____ Date

The parties agree to the terms of the Agreement by their signature below:

THE SCHOOL BOARD OF OKALOOSA COUNTY, FLORIDA

ATTEST:

By: _____ By: _____

Marcus Chambers
Superintendent and Corporate Secretary
The School Board of Okaloosa County

Lamar White
Chairman of the Board

**THE DISTRICT BOARD OF TRUSTEES OF
NORTHWEST FLORIDA STATE COLLEGE**

By: _____

Mel Ponder, President

_____ Date

Master List of Appendices to Dual Enrollment Articulation Agreement

District-Specific Appendices to School District Articulation Agreement

1. Holmes County
2. Okaloosa County
3. Santa Rosa County
4. Walton County

Charter School Appendices Adopting School District Articulation Agreement with School-Specific Clauses

1. Collegiate High School at Northwest Florida State College - Okaloosa County School District
2. The Seaside School, Inc. - Walton County School District
3. Destin High School - Okaloosa County School District

Private School Appendices Adopting School District Articulation Agreement with School-Specific Clauses

1. Calvary Christian Academy – Okaloosa County School District
2. Lakewood Christian School – Okaloosa County School District
3. Montverde Academy – Walton County School District
4. Ohana Institute – Walton County School District
5. Rocky Bayou Christian School – Okaloosa County School District

Homeschool Appendix Adopting School District Articulation Agreement

District Appendices

APPENDIX A

Holmes County School District District-Specific Clauses

This Appendix A is a part of and incorporated into the Dual Enrollment Articulation Agreement (the “Agreement”) between Northwest Florida State College (the “College”) and the Holmes County School District (the “District”).

This Appendix addresses any specialty provisions that are specific to the District under the Agreement between the College and the District. To the extent this Appendix modifies any language in this Agreement, this Appendix takes precedence. All other sections remain in full force and effect.

1. Section 12 Courses to be Taught on High School Campus. There are no approved courses to be taught at the school’s location for Academic Year 2025-2026.

APPENDIX A

Okaloosa County School District District-Specific Clauses

This Appendix A is a part of and incorporated into the Dual Enrollment Articulation Agreement (the “Agreement”) between Northwest Florida State College (the “College”) and the Okaloosa County School District (the “District”).

This Appendix addresses any specialty provisions that are specific to the District under the Agreement between the College and the District. To the extent this Appendix modifies any language in this Agreement, this Appendix takes precedence. All other sections remain in full force and effect.

1. Section 12 Courses to be Taught on High School Campus. The following courses are approved to be taught on a High School Campus for Academic Year 2025-2026:

Crestview High School

1. College Algebra – MAC1105
2. Statistics – STA2023
3. English Composition I – ENC1101
4. English Composition II – ENC1102

Baker High School

1. College Success – SLS1101

Choctawhatchee, Fort Walton Beach, Laurel Hill, and Niceville High Schools

1. College Algebra – MAC 1105
2. Statistics – STA2023
3. English Composition I – ENC1101
4. American Government – POS1041

APPENDIX A

Santa Rosa County School District District-Specific Clauses

This Appendix A is a part of and incorporated into the Dual Enrollment Articulation Agreement (the “Agreement”) between Northwest Florida State College (the “College”) and the Santa Rosa County School District (the “District”).

This Appendix addresses any specialty provisions that are specific to the District under the Agreement between the College and the District. To the extent this Appendix modifies any language in this Agreement, this Appendix takes precedence. All other sections remain in full force and effect.

1. Section 12 Courses to be Taught on High School Campus. There are no approved courses to be taught at the school’s location for Academic Year 2025-2026.

APPENDIX A

Walton County School District District-Specific Clauses

This Appendix A is a part of and incorporated into the Dual Enrollment Articulation Agreement (the “Agreement”) between Northwest Florida State College (the “College”) and the Walton County School Board (the “District”).

This Appendix addresses any specialty provisions that are specific to the District under the Agreement between the College and the District. To the extent this Appendix modifies any language in this Agreement, this Appendix takes precedence. All other sections remain in full force and effect.

1. Section 12 Courses to be Taught on High School Campus. The following courses are approved to be taught on a High School Campus for Academic Year 2025-2026:
 - a. Freeport High School
 - i. College Success – SLS 1101
 - ii. Environmental Science – EVR 1001C
 - iii. General Biology - BSC1005
 - b. Paxton High School
 - i. College Success – SLS 1101
 - ii. General Biology – BSC 1005
 - c. Magnet Innovation Center
 - i. English Composition I – ENC 1101
 - ii. English Composition II – ENC 1102
 - iii. Principles of Biology I – BSC 1010C
 - iv. Principles of Biology II – BSC 1011C
 - d. South Walton High School
 - i. College Algebra – MAC 1105
 - ii. English Composition I – ENC 1101
 - iii. English Composition II – ENC 1102
 - iv. Anatomy & Physiology I – BSC 1085C
 - e. Walton High School
 - i. College Success – SLS 1101
 - ii. English Composition I – ENC 1101
 - iii. English Composition II – ENC 1102

2. Virtual Classrooms. The College agrees to offer the following terms for virtual classrooms:
 - a. As of March 1, 2024, a College Virtual Classroom has been established at the following schools: Freeport High School, Paxton High School, and Walton High School. The Virtual Classroom provides a designated workspace within the high school for dual-enrolled students allowing them access to their online College coursework throughout the regular school day. Based on site visits by College IT staff, each classroom shall be equipped with furniture and technology at no cost to the District. All College inventory will remain the property of the College. The high school will be responsible for the maintenance of the College property while in use on the high school premises.
 - b. In select and compelling cases, the high school principal, or their designee, may request Online-Live course(s) to be delivered at a designated time during the high school day. The request for Online-Live courses must be made by the first Monday in March for the subsequent fall term and the first Monday in September for the subsequent spring term to best align with the College's course scheduling and registration window. A response on whether the course is approved will be provided to the high school principal/designee within 30 calendar days. For approved Online-Live courses, the Executive Director of K-12 Programs will provide a CRN to the high school principal/designee so that students may register for the course. At least 30 calendar days prior to the start of courses and up through the drop/add window, a minimum of 12 student enrollments is necessary or the course will be cancelled. The high schools may work in coordination with one another to request courses that are streamed to multiple high schools at a designated time. The College requires the high school to schedule a staff member for all Online-Live courses who will oversee students in the classroom, applying necessary classroom management as needed, to support instructional activities during each course meeting. Online-Live courses must be streamed on the College network within any lab space.
3. Section 11 College Dual Enrollment Registration Policies. Solely related to in-person dual enrollment eligible courses offered in-person at the College's South Walton Center in the 2025-2026 Academic Year, the College will offer Freeport High School, South Walton High School, and the Magnet Innovation Center the opportunity to enroll dual enrollment students in in-person courses at the South Walton Center earlier than the standard enrollment date due to the newly-opening expansion at that center in Fall 2025. This approach will allow the College to gauge demand specific to in-person courses at the South Walton Center for the 2025-2026 Academic Year. The College's dual enrollment designee will provide the process to the District for completion prior to opening of registration for Fall 2025.
4. Section 22 Course Repeat Rules for Dual Enrollment Students. The District has agreed to make payment to the College of tuition and fees to permit a dual enrollment student up to two repeats in a course (a total of three attempts in a course). The College shall bill the District in the amount of tuition and fees for each course repeat. Any student repeating a course must meet the continuing GPA requirements or both high school and College GPA as set out in the Agreement.
 - a. *Repeat Impact on GPA:* State Board of Education Rule 6A-14.0301 addresses repeated courses and grade forgiveness. If a student receives a grade of F or W (or

a grade of D for a course that requires a grade of C or higher) in any college credit or career dual enrollment course, they may repeat the course to improve the grade. For any course repeated, only credit from the last (most recent) attempt will be used in the computation of the student's GPA and will be eligible to fulfill graduation requirements (the previous attempt(s) remain on the official transcript but are excluded from GPA calculations and cannot be used to meet graduation requirements).

- b. *Course Repeat Approval:* The District's designee will be required to enter approval for a course to be repeated in the Counselor Comment section of the Course Request Form and identify it as Repeat Attempt 1 or 2.

Charter Appendices

APPENDIX A

The Collegiate High School at Northwest Florida State College Dual Enrollment Articulation Agreement Adoption and Institution-Specific Clauses

By signature on this Appendix A, The Collegiate High School at Northwest Florida State College, a charter school constituted under the laws of the State of Florida (the “School”), agrees to adopt the Dual Enrollment Articulation Agreement (the “Agreement”) between Northwest Florida State College (the “College”) and the Okaloosa County School District (the “District”). By adopting the District’s Articulation Agreement, the School enters an agreement solely with the College, and the College agrees to apply the terms of the District’s Articulation Agreement to the School as stated in this Adoption Agreement.

This Appendix modifies the terms of the District Articulation Agreement for application to the school solely as to the sections amended below. To the extent this Appendix modifies any language in this Agreement, this Appendix takes precedence. All other sections remain in full force and effect; provided, however, this Adoption Agreement does not include any appendices to the Agreement.

1. Section 1 Term. The term of the Agreement is applicable to this Adoption Agreement. The parties to the Adoption Agreement may amend or renew this Adoption Agreement annually.
2. Section 3 District Articulation Committee. This section is omitted because it is inapplicable to this Adoption Agreement.
3. Section 5 Eligibility Requirements for Dual Enrollment. This section is applicable to this Adoption Agreement; provided, however, for a student who enrolled in the School between Fall 2022 and Fall 2024 and who in a semester prior to this 2025-2026 Agreement used the exception of having not met the minimum high school GPA of 3.0 or above and still does not meet the minimum high school GPA when enrolling in dual enrollment courses for Fall 2025, the CHS principal may permit an individual exception to be made for those individual students to participate in dual enrollment as long as that student has a minimum unweighted, cumulative high school GPA of 2.0 or above and meets the minimum continuing College GPA requirement of 2.0 or above. A Request for Dual Enrollment Exception form shall be completed by the principal or their designee to affirmatively approve that a student meets this exception for each registration period. These forms must be completed each registration period. The approved form will be routed to the K-12 Programs Office for administrative processing.
 - a. If a student who is eligible as identified above for this exception in Fall 2025 and then at any point later in time meets the minimum high school GPA requirement, the student is not eligible to use this exception again should their GPA fall below the requirement in a future semester.
 - b. This exception is being phased out as stated in this section and is not available to any CHS student who does not meet the terms of this exception as written. The exception will be reviewed for Academic Year 2026-2027 to ensure that the phase out has taken place and to evaluate whether any remaining students from the cohort described above have not met the standard eligibility requirements.

4. Section 7 Process to Inform Students and Parents about Opportunities for Students to Participate in Dual Enrollment. This section is amended to provide that the only applicable website for dual enrollment terms is the College website (www.nwfsc.edu).
5. Section 9(c)(1) General Dual Enrollment Admissions Guidelines. This section is applicable to this Adoption Agreement. However, for a student who (1) was enrolled in CHS in Academic Year 2024-2025 and is a sophomore, junior, or senior in Academic Year 2025-2026 and (2) whose College dual enrollment is following a curriculum map that necessitates the student enrolling in more than 16 credit hours in any fall, spring, or summer semester, the CHS principal may permit an individual exception to be made for those students to enroll in up to five courses with a maximum credit load of 18 per semester, if such enrollment is required to ensure the student will complete the College and high school credentials they are seeking. The students subject to this exception must still maintain a minimum of a 2.0 College GPA. A Request for Dual Enrollment Exception form shall be completed by the principal or their designee to affirmatively approve that a student meets this exception for each registration period. These forms must be completed each registration period. The approved form will be routed to the K-12 Programs Office for administrative processing.
 - a. This exception is being phased out as stated in this section and is not available to any CHS student who does not meet the terms of this exception as written. The exception will be reviewed for Academic Year 2026-2027 to ensure that the phase out has taken place and to evaluate whether any remaining students from the cohort described above have not met the standard eligibility requirements. This amendment is subject to annual review, modification, or removal by the College.
6. Section 11 College Dual Enrollment Registration Policies. The College will offer the School a window of priority enrollment for postsecondary coursework. The College's dual enrollment designee will make registration forms available to the School's eligible students no less than one week prior to the Current Student registration date noted on the College's Academic Calendar.
7. Section 12 Courses to be Taught on High School Campus. There are no approved courses to be taught at the school's location for Academic Year 2025-2026.
8. Section 19 Administrative Responsibility for Activities in Secondary Public School Facilities. This section is omitted because it is inapplicable.
9. Section 22 Course Repeat Rules for Dual Enrollment Students. The School has agreed to make payment to the College of tuition and fees to permit a dual enrollment student up to two repeats in a course (a total of three attempts in a course). The College shall bill the School in the amount of tuition and fees for each course repeat. Any student repeating a course must meet the continuing GPA requirements or both high school and College GPA as set out in the Agreement.
 - a. *Repeat Impact on GPA:* State Board of Education Rule 6A-14.0301 addresses repeated courses and grade forgiveness. If a student receives a grade of F or W (or a grade of D for a course that requires a grade of C or higher) in any college credit or career dual enrollment course, they may repeat the course to improve the grade. For any course repeated, only credit from the last (most recent) attempt will be used in the computation of the student's GPA and will be eligible to fulfill graduation requirements (the

previous attempt(s) remain on the official transcript but are excluded from GPA calculations and cannot be used to meet graduation requirements).

- b. *Course Repeat Approval:* The School's designee will be required to enter approval for a course to be repeated in the Counselor Comment section of the Course Request Form and identify it as Repeat Attempt 1 or 2.

10. Section 23 College Responsibilities for Transmitting Grades to the District. This section is amended to provide that the College will provide grades only to the principal of each high school or their designee and not to a District designee. Grades will be reported on the student's College transcript.

11. Section 25 Costs Incurred by Each Party. Subsections 25(b)-(d) are omitted because they are inapplicable to this Adoption Agreement.

The Collegiate High School at Northwest Florida State College

By: _____
Dr. Sandy Arteaga, Principal Date

**The District Board of Trustees of
Northwest Florida State College**

By: _____
Mel Ponder, President Date

APPENDIX A

The Seaside School, Inc. Dual Enrollment Articulation Agreement Adoption and Institution-Specific Clauses

By signature on this Appendix A, The Seaside School, Inc., a charter school constituted under the laws of the State of Florida (the “School”), agrees to adopt the Dual Enrollment Articulation Agreement (the “Agreement”) between Northwest Florida State College (the “College”) and the Walton County School District (the “District”). By adopting the District’s Articulation Agreement, the School enters an agreement solely with the College, and the College agrees to apply the terms of the District’s Articulation Agreement to the School as stated in this Adoption Agreement.

This Appendix modifies the terms of the District Articulation Agreement for application to the school solely as to the sections amended below. To the extent this Appendix modifies any language in this Agreement, this Appendix takes precedence. All other sections remain in full force and effect; provided, however, this Adoption Agreement does not include any appendices to the Agreement.

1. Section 1 Term. The term of the Agreement is applicable to this Adoption Agreement. The parties to the Adoption Agreement may amend or renew this Adoption Agreement annually.
2. Section 3 District Articulation Committee. This section is omitted because it is inapplicable to this Adoption Agreement.
3. Section 7 Process to Inform Students and Parents about Opportunities for Students to Participate in Dual Enrollment. This section is amended to provide that the only applicable website for dual enrollment terms is the College website (www.nwfsc.edu).
4. Section 11 College Dual Enrollment Registration Policies. For in-person dual enrollment eligible courses offered at the South Walton Center, consistent with the ground lease and memorandum of understanding between the College and the School entered in 2021 and as amended, the College will offer the School a window of priority enrollment for in-person courses at the South Walton Center. The College’s dual enrollment designee will make registration forms available to the School’s eligible students no less than one week prior to the Current Student registration date noted on the College’s Academic Calendar.
5. Section 12 Courses to be Taught on High School Campus. This section is omitted because it is not applicable to this Adoption Agreement, consistent with the ground lease and memorandum of understanding between the College and the School entered in 2021 and as amended.
6. Section 19 Administrative Responsibility for Activities in Secondary Public School Facilities. This section is omitted because it is inapplicable.
7. Section 22 Course Repeat Rules for Dual Enrollment Students. The School has agreed to make payment to the College of tuition and fees to permit a dual enrollment student up to two repeats in a course (a total of three attempts in a course). The College shall bill the School in the amount of tuition and fees for each course repeat. Any student repeating a course must meet the continuing GPA requirements or both high school and College GPA as set out in the Agreement.

- a. *Repeat Impact on GPA:* State Board of Education Rule 6A-14.0301 addresses repeated courses and grade forgiveness. If a student receives a grade of F or W (or a grade of D for a course that requires a grade of C or higher) in any college credit or career dual enrollment course, they may repeat the course to improve the grade. For any course repeated, only credit from the last (most recent) attempt will be used in the computation of the student’s GPA and will be eligible to fulfill graduation requirements (the previous attempt(s) remain on the official transcript but are excluded from GPA calculations and cannot be used to meet graduation requirements).
 - b. *Course Repeat Approval:* The School's designee will be required to enter approval for a course to be repeated in the Counselor Comment section of the Course Request Form and identify it as Repeat Attempt 1 or 2.
8. Section 23 College Responsibilities for Transmitting Grades to the District. This section is amended to provide that the College will provide grades only to the principal of each high school or their designee and not to a District designee. Grades will be reported on the student’s College transcript.
 9. Section 25 Costs Incurred by Each Party. Subsections 25(b)-(d) are omitted because they are inapplicable to this Adoption Agreement.

The Seaside School, Inc.

By: _____ Date _____
 Tom Miller, Executive Director

**The District Board of Trustees of
 Northwest Florida State College**

By: _____ Date _____
 Mel Ponder, President

APPENDIX A
Destin High School
Dual Enrollment Articulation Agreement Adoption and Institution-Specific Clauses

By signature on this Appendix A, Destin High School, a charter school constituted under the laws of the State of Florida (the “School”), agrees to adopt the Dual Enrollment Articulation Agreement (the “Agreement”) between Northwest Florida State College (the “College”) and the Okaloosa County School District (the “District”). By adopting the District’s Articulation Agreement, the School enters an agreement solely with the College, and the College agrees to apply the terms of the District’s Articulation Agreement to the School as stated in this Adoption Agreement.

This Appendix modifies the terms of the District Articulation Agreement for application to the school solely as to the sections amended below. To the extent this Appendix modifies any language in this Agreement, this Appendix takes precedence. All other sections remain in full force and effect; provided, however, this Adoption Agreement does not include any appendices to the Agreement.

1. Section 1 Term. The term of the Agreement is applicable to this Adoption Agreement. The parties to the Adoption Agreement may amend or renew this Adoption Agreement annually.
2. Section 3 District Articulation Committee. This section is omitted because it is inapplicable to this Adoption Agreement.
3. Section 7 Process to Inform Students and Parents about Opportunities for Students to Participate in Dual Enrollment is amended to provide that the only applicable website for dual enrollment terms is the College website (www.nwfsc.edu).
4. Section 12 Courses to be Taught on High School Campus. There are no approved courses to be taught at the school’s location for Academic Year 2025-2026.
5. Section 19 Administrative Responsibility for Activities in Secondary Public School Facilities. This section is omitted because it is inapplicable.
6. Section 23 College Responsibilities for Transmitting Grades to the District. This section is amended to provide that the College will provide grades only to the principal of each high school or their designee and not to a District designee. Grades will be reported on the student’s College transcript.
7. Section 25 Costs Incurred by Each Party. Subsections 25(b)-(d) are omitted because they are inapplicable to this Adoption Agreement.

Signature Page Follows

The parties agree to the terms of the Agreement by their signature below:

Destin High School, Florida

By: _____ Date _____
Donald Williams, Executive Director

By: _____ Date _____
Heidi Locicero, President

**The District Board of Trustees of
Northwest Florida State College**

By: _____ Date _____
Mel Ponder, President

Private School Appendices

APPENDIX A

Calvary Christian Academy Dual Enrollment Articulation Agreement Adoption and Institution-Specific Clauses

By signature on this Appendix A, Calvary Christian Academy, a private school constituted under the laws of the State of Florida (the “School”), agrees to adopt the Dual Enrollment Articulation Agreement (the “Agreement”) between Northwest Florida State College (the “College”) and the Okaloosa County School District (the “District”). By adopting the District’s Articulation Agreement, the School enters an agreement solely with the College, and the College agrees to apply the terms of the District’s Articulation Agreement to the School as stated in this Adoption Agreement.

This Appendix modifies the terms of the District Articulation Agreement for application to the school solely as to the sections amended below. To the extent this Appendix modifies any language in this Agreement, this Appendix takes precedence. All other sections remain in full force and effect; provided, however, this Adoption Agreement does not include any appendices to the Agreement.

1. Section 1 Term. The term of the Agreement is applicable to this Adoption Agreement. The parties to the Adoption Agreement may amend or renew this Adoption Agreement annually.
2. Section 3 District Articulation Committee. This section is omitted because it is inapplicable to this Adoption Agreement.
3. Section 7 Process to Inform Students and Parents about Opportunities for Students to Participate in Dual Enrollment. This section is amended to provide that the only applicable website for dual enrollment terms is the College website (www.nwfsc.edu).
4. Section 12 Courses to be Taught on High School Campus. There are no approved courses to be taught at the school’s location for Academic Year 2025-2026.
5. Section 19 Administrative Responsibility for Activities in Secondary Public School Facilities. This section is omitted because it is inapplicable.
6. Section 23 College Responsibilities for Transmitting Grades to the District. This section is amended to provide that the College will provide grades only to the principal of each high school or their designee and not to a District designee. Grades will be reported on the student’s College transcript.
7. Section 25 Costs Incurred by Each Party. This section is omitted because it is inapplicable to this Adoption Agreement.

Signature Page Follows

The parties agree to the terms of the Agreement by their signature below:

Calvary Christian Academy, Florida

By: _____
Steve Thomas, Administrator

_____ Date

**The District Board of Trustees of
Northwest Florida State College**

By: _____
Mel Ponder, President

_____ Date

APPENDIX A

Lakewood Christian School Dual Enrollment Articulation Agreement Adoption and Institution-Specific Clauses

By signature on this Appendix A, Lakewood Christian School, a private school constituted under the laws of the State of Florida (the “School”), agrees to adopt the Dual Enrollment Articulation Agreement (the “Agreement”) between Northwest Florida State College (the “College”) and the Okaloosa County School District (the “District”). By adopting the District’s Articulation Agreement, the School enters an agreement solely with the College, and the College agrees to apply the terms of the District’s Articulation Agreement to the School as stated in this Adoption Agreement.

This Appendix modifies the terms of the District Articulation Agreement for application to the school solely as to the sections amended below. To the extent this Appendix modifies any language in this Agreement, this Appendix takes precedence. All other sections remain in full force and effect; provided, however, this Adoption Agreement does not include any appendices to the Agreement.

1. Section 1 Term. The term of the Agreement is applicable to this Adoption Agreement. The parties to the Adoption Agreement may amend or renew this Adoption Agreement annually.
2. Section 3 District Articulation Committee. This section is omitted because it is inapplicable to this Adoption Agreement.
3. Section 7 Process to Inform Students and Parents about Opportunities for Students to Participate in Dual Enrollment. This section is amended to provide that the only applicable website for dual enrollment terms is the College website (www.nwfsc.edu).
4. Section 12 Courses to be Taught on High School Campus. There are no approved courses to be taught at the school’s location for Academic Year 2025-2026.
5. Section 19 Administrative Responsibility for Activities in Secondary Public School Facilities. This section is omitted because it is inapplicable.
6. Section 23 College Responsibilities for Transmitting Grades to the District. This section is amended to provide that the College will provide grades only to the principal of each high school or their designee and not to a District designee. Grades will be reported on the student’s College transcript.
7. Section 25 Costs Incurred by Each Party. This section is omitted because it is inapplicable to this Adoption Agreement.

Signature Page Follows

The parties agree to the terms of the Agreement by their signature below:

Lakewood Christian School, Florida

By: _____ Date _____
Dr. Ashleigh Moore

**The District Board of Trustees of
Northwest Florida State College**

By: _____ Date _____
Mel Ponder, President

APPENDIX A

Montverde Academy Dual Enrollment Articulation Agreement Adoption and Institution-Specific Clauses

By signature on this Appendix A, Montverde Academy, a private school constituted under the laws of the State of Florida (the “School”), agrees to adopt the Dual Enrollment Articulation Agreement (the “Agreement”) between Northwest Florida State College (the “College”) and the Walton County School District (the “District”). By adopting the District’s Articulation Agreement, the School enters an agreement solely with the College, and the College agrees to apply the terms of the District’s Articulation Agreement to the School as stated in this Adoption Agreement.

This Appendix modifies the terms of the District Articulation Agreement for application to the school solely as to the sections amended below. To the extent this Appendix modifies any language in this Agreement, this Appendix takes precedence. All other sections remain in full force and effect; provided, however, this Adoption Agreement does not include any appendices to the Agreement.

1. Section 1 Term. The term of the Agreement is applicable to this Adoption Agreement. The parties to the Adoption Agreement may amend or renew this Adoption Agreement annually.
2. Section 3 District Articulation Committee. This section is omitted because it is inapplicable to this Adoption Agreement.
3. Section 7 Process to Inform Students and Parents about Opportunities for Students to Participate in Dual Enrollment. This section is amended to provide that the only applicable website for dual enrollment terms is the College website (www.nwfsc.edu).
4. Section 12 Courses to be Taught on High School Campus. There are no approved courses to be taught at the school’s location for Academic Year 2025-2026.
5. Section 19 Administrative Responsibility for Activities in Secondary Public School Facilities. This section is omitted because it is inapplicable.
6. Section 23 College Responsibilities for Transmitting Grades to the District. This section is amended to provide that the College will provide grades only to the principal of each high school or their designee and not to a District designee. Grades will be reported on the student’s College transcript.
7. Section 25 Costs Incurred by Each Party. This section is omitted because it is inapplicable to this Adoption Agreement.

Signature Page Follows

The parties agree to the terms of the Agreement by their signature below:

Montverde Academy, Florida

By: _____ Date _____
Jon Hopman, Head of Schools

**The District Board of Trustees of
Northwest Florida State College**

By: _____ Date _____
Mel Ponder, President

APPENDIX A

Ohana Institute Dual Enrollment Articulation Agreement Adoption and Institution-Specific Clauses

By signature on this Appendix A, Ohana Institute, a Private school constituted under the laws of the State of Florida (the “School”), agrees to adopt the Dual Enrollment Articulation Agreement (the “Agreement”) between Northwest Florida State College (the “College”) and Walton County School District (the “District”). By adopting the District’s Articulation Agreement, the School enters an agreement solely with the College, and the College agrees to apply the terms of the District’s Articulation Agreement to the School as stated in this Adoption Agreement.

This Appendix modifies the terms of the District Articulation Agreement for application to the school solely as to the sections amended below. To the extent this Appendix modifies any language in this Agreement, this Appendix takes precedence. All other sections remain in full force and effect; provided, however, this Adoption Agreement does not include any appendices to the Agreement.

1. Section 1 Term. The term of the Agreement is applicable to this Adoption Agreement. The parties to the Adoption Agreement may amend or renew this Adoption Agreement annually.
2. Section 3 District Articulation Committee. This section is omitted because it is inapplicable to this Adoption Agreement.
3. Section 7 Process to Inform Students and Parents about Opportunities for Students to Participate in Dual Enrollment. This section is amended to provide that the only applicable website for dual enrollment terms is the College website (www.nwfsc.edu).
4. Section 12 Courses to be Taught on High School Campus. There are no approved courses to be taught at the school’s location for Academic Year 2025-2026.
5. Section 19 Administrative Responsibility for Activities in Secondary Public School Facilities. This section is omitted because it is inapplicable.
6. Section 23 College Responsibilities for Transmitting Grades to the District. This section is amended to provide that the College will provide grades only to the principal of each high school or their designee and not to a District designee. Grades will be reported on the student’s College transcript.
7. Section 25 Costs Incurred by Each Party. This section is omitted because it is inapplicable to this Adoption Agreement.

Signature Page Follows

The parties agree to the terms of the Agreement by their signature below:

Ohana Institute, Florida

By: _____ Date _____
Kimberly Parsons, Administrator

**The District Board of Trustees of
Northwest Florida State College**

By: _____ Date _____
Mel Ponder, President

APPENDIX A

Rocky Bayou Christian School Dual Enrollment Articulation Agreement Adoption and Institution-Specific Clauses

By signature on this Appendix A, Rocky Bayou, a private school constituted under the laws of the State of Florida (the “School”), agrees to adopt the Dual Enrollment Articulation Agreement (the “Agreement”) between Northwest Florida State College (the “College”) and the Okaloosa County School District (the “District”). By adopting the District’s Articulation Agreement, the School enters an agreement solely with the College, and the College agrees to apply the terms of the District’s Articulation Agreement to the School as stated in this Adoption Agreement.

This Appendix modifies the terms of the District Articulation Agreement for application to the school solely as to the sections amended below. To the extent this Appendix modifies any language in this Agreement, this Appendix takes precedence. All other sections remain in full force and effect; provided, however, this Adoption Agreement does not include any appendices to the Agreement.

1. Section 1 Term. The term of the Agreement is applicable to this Adoption Agreement. The parties to the Adoption Agreement may amend or renew this Adoption Agreement annually.
2. Section 3 District Articulation Committee. This section is omitted because it is inapplicable to this Adoption Agreement.
3. Section 7 Process to Inform Students and Parents about Opportunities for Students to Participate in Dual Enrollment. This section is amended to provide that the only applicable website for dual enrollment terms is the College website (www.nwfsc.edu).
4. Section 12 Courses to be Taught on High School Campus. There are no approved courses to be taught at the school’s location for Academic Year 2025-2026.
5. Section 19 Administrative Responsibility for Activities in Secondary Public School Facilities. This section is omitted because it is inapplicable.
6. Section 23 College Responsibilities for Transmitting Grades to the District. This section is amended to provide that the College will provide grades only to the principal of each high school or their designee and not to a District designee. Grades will be reported on the student’s College transcript.
7. Section 25 Costs Incurred by Each Party. This section is omitted because it is inapplicable to this Adoption Agreement.

Signature Page Follows

The parties agree to the terms of the Agreement by their signature below:

Rocky Bayou Christian School, Florida

By: _____
Dr. Michael Mosley, Superintendent

_____ Date

**The District Board of Trustees of
Northwest Florida State College**

By: _____
Mel Ponder, President

_____ Date

Home Education Appendix

APPENDIX A

Home Education

Dual Enrollment Articulation Agreement Adoption and Program-Specific Clauses

By the College's signature on this Appendix A, Northwest Florida State College offers home educated students the opportunity to dual enroll in accordance with the terms of their home district's Dual Enrollment Articulation Agreement (the "Agreement"). By adopting this Agreement, the College agrees to apply the terms of the District's Articulation Agreement to the School as stated in this Adoption Agreement.

This Appendix modifies the terms of the Agreement for application to home education students solely as to the sections amended below. To the extent this Appendix modifies any language in this Agreement, this Appendix takes precedence. All other sections remain in full force and effect; provided, however, this Adoption Agreement does not include any appendices to the Agreement.

1. Section 1 Term. The term of the Agreement is applicable to this Adoption Agreement. The parties to the Adoption Agreement may amend or renew this Adoption Agreement annually.
2. Section 3 District Articulation Committee. This section is omitted because it is inapplicable to this Adoption Agreement.
3. Section 5 Eligibility Requirements Specific to Home Education Students. This section is amended to include confirmation of home education and to remove the requirement for a high school grade point average ("GPA"). All other provisions in Section 5 remain in full force and effect.
 - a. *Confirmation of Home Education:* At the time of registration, home education students will provide to the College either (1) their verification of enrollment and program compliance letter with their home school district; (2) their personalized education program scholarship award letter; or (3) the applicable verified letter of participation in another state-approved home education scholarship program.
 - b. *High School GPA:* While there is no high school GPA requirement to initially enroll, home education students must still present qualifying scores on a common placement test (SAT, ACT, or P.E.R.T.).
 - c. *Determination of Student Grade Level:* In order to provide comparable dual enrollment programs between home education and public school students, the postsecondary institution may require a determination of the home education student grade level prior to entry to the dual enrollment program.
4. Section 7 Process to Inform Students and Parents about Opportunities for Students to Participate in Dual Enrollment. This section is amended to provide that the only applicable website for dual enrollment terms is the College website (www.nwfsc.edu).
5. Section 12 Courses to be Taught on High School Campus. This section is omitted because it is inapplicable to this Adoption Agreement.
6. Section 19 Administrative Responsibility for Activities in Secondary Public School Facilities. This section is omitted because it is inapplicable to this Adoption Agreement

7. Section 23 College Responsibilities for Transmitting Grades to the District. This section is amended to provide that grades will be reported on the student's College transcript.
8. Section 25 Costs Incurred by Each Party. This section is omitted because it is inapplicable to this Adoption Agreement. Home education students are exempt from the payment of tuition and fees. The costs of tuition and related instructional materials reimbursed to the College under § 1009.30, F.S.
9. Parental Responsibility. In each instance in which the Agreement refers to a high school official, the responsible person for the purposes of the Adoption Agreement is the student's parent(s).

Agreed to and adopted by:

**The District Board of Trustees of
Northwest Florida State College**

By: _____
Mel Ponder, President

_____ Date

Each home education student and parent will sign the articulation agreement at the time of registration through required registration documents.