



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
Dr. R. Scott Ralls, President

February 9, 2010

**Supersedes: CC 06-249
and CC01-060**

TO: Presidents
Chief Academic Officers
Chief Student Services Officers

FROM: Mr. Antonio Jordan
Director, High School Partnership Programs

Dr. John Pettitt
Executive Director, Audit Services

SUBJECT: High School Students Graduating after a Course has Begun

Serving the needs of students who graduate from high school during a community college term continues to be a challenge. The number of students in this category has increased each year while new programs to serve this population have also been added. To bring consistency to a complex issue, the System Office provides this clarification, which supersedes any previous correspondence, including CC06-249 and CC01-060, related to high school students who will graduate during the same term they are taking community college courses.

N.C.G.S. § 115D-5(b) states, in part, “tuition shall also be waived for all courses taken by high school students at community colleges, including students in early college and middle college high school programs, in accordance with G.S. 115D-20(4) and this section.” Pursuant to this requirement, colleges may admit high school students using the respective high school program code (i.e. T90970 – Huskins, T90980 – Concurrent Enrollment, and T90920 – Learn and Earn Online) for those who are expected to complete the high school graduation requirements after the college course has begun. Given that these students are still in high school on the first day of a community college course, they should be enrolled as high school students for the entire course.

The student will remain coded in their respective high school program code for the duration of the course. Students must meet all other requirements of 23 NCAC 02C .0305 and the Operating Procedures Manual for the Enrollment of High School Students in Community College Courses (CC08-142) in order to enroll.

CC10-006
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Following the term or Summer session in which the student graduates from high school, the student will need to be admitted and coded as a regular community college student. To clarify this procedure for Summer terms, a student who is enrolled and graduates from high school during the first session of the Summer term would be enrolled using their respective high school program code for the first session but would be enrolled as a traditional adult student during the second Summer session. Likewise, for Summer Learn and Earn Online courses when funding is available, tuition waivers would be provided for the first session, but the graduated student would not be eligible to participate in Learn and Earn Online during the second session. Therefore, the graduated student would have to pay the appropriate tuition and fees and would not generate budget FTE if he/she enrolled in an online course during the second session.

Colleges will need to follow appropriate reporting procedures for the type of student. Learn and Earn Online reporting procedures for Summer courses would be the same as for Fall and Spring terms with regular budget FTE being claimed for these students. Regular budget FTE reporting procedures would also be followed for graduating seniors enrolled as Huskins, Concurrent Enrollment, or Early/Middle College High School students. In terms of self-supporting courses, 23 NCAC 02C .0306 and 23 NCAC 02D .0203(4)(b) would still apply, meaning tuition waivers are not granted for self-supporting courses.

We hope this memo helps to clarify these requirements as well as enhance our ability to serve the purposes of these programs for high school students. For further information, please contact Antonio Jordan at jordana@ncccommunitycolleges.edu (telephone 919/807-7133) or John Pettitt at pettittj@ncccommunitycolleges.edu (telephone 919/807-7224).

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