

August 20, 2012

Dear College or High School Administrator,

In the joint spirit of transparency and concern that a student's educational goals are a top priority of both of our organizations, the North Dakota University System (NDUS) and the North Dakota Department of Public Instruction (NDDPI) are releasing clear expectations regarding the delivery of dual credit courses in North Dakota.

Joint standards have been developed for dual credit courses (college courses that students take during their high school years that become dually eligible for high school credit). These standards were created with some basic concepts in mind. Dual credit courses are college courses. Dual credit courses must maintain the academic rigor and pace of the college class. Here forward, colleges/universities and high schools are expected to abide by the following standards.

All Institutions offering dual credit courses shall meet the following standards:

- Instructors teaching credit-bearing college-level courses for dual credit must meet the same academic credential requirements as faculty teaching on campus.
- Students must meet the same academic criteria as those enrolled in credit-bearing college courses, including taking appropriate placement testing.
- Course content and pacing must be the same as that required for credit-bearing college courses. Hence, a semester length credit-bearing course shall be taught for a semester at the high school.
- Learning outcomes must be the same for credit-bearing colleges courses and will be assessed using the same assessment tools as used in the same course taught at the college.
- Institutions shall provide high school instructors with an orientation in course curriculum, assessment methods, and administrative requirements before high school instructors are permitted to teach dual credit courses.
- Dual credit instructors must be given the opportunity to participate in all activities available to other adjunct faculty, including professional development, seminars, site visits, and internal communication, provided that such opportunities do not interfere with an instructor's regular teaching duties.
- Every dual credit course must be reviewed annually by college/university faculty through the appropriate department to ensure consistency with campus courses.
- Dual credit courses taught at the high school must be taught by a syllabus provided by the college, utilizing the college approved textbooks and materials.
- A college course must be at least 2 semester hours to be considered for dual credit.

The ND Department of Public Instruction and the ND University System would like to thank all of the North Dakota educators who work for the educational success of our students. It is our intent that these dual credit standards will provide greater clarity to both the High Schools and institutions for Higher Education in our state with regard to our state's dual credit programs.

If you have further questions regarding the standards, please contact Connie Mittleider, NDDPI (committleider@nd.gov or 701-328-2755) or Aimee Copas, NDUS (aimee.copas@ndus.edu or 701-328-4136) for further clarification.

Sincerely,



Dr. H.A. Shirvani
Chancellor
North Dakota University System



Dr. Wayne Sanstead
State Superintendent
ND Department of Public Instruction