



# TOM P. HANEY TECHNICAL CENTER

## Dual Enrollment Programs

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### **What is Career Dual Enrollment?**

Career Dual Enrollment is an opportunity for high school students to enroll in Haney Technical Center's (HTC) postsecondary courses. These courses may provide credit toward both high school graduation and a technical program certificate.

### **What are the entry requirements to be Career Dual Enrolled?**

- Bay District Schools student
- 16 years or older and enrolled in 11<sup>th</sup> or 12<sup>th</sup> grade
- Passed all state/Bay District School standardized testing
- Cumulative GPA of 2.0 (unweighted)
- Free of disciplinary action(s) in the semester prior to enrollment
- No more than 10% absences based on the prior semester's attendance

### **What are the expectations to maintain Career Dual Enrollment?**

- A student must maintain a 2.0 unweighted GPA at their current high school as well as a 2.0 unweighted GPA in their technical program.
- A student complies with the attendance policy, the Student Code of Conduct, and specific program requirements while enrolled in their technical program.

### **Can Career Dual Enrolled students earn high school credit?**

Yes, students have the opportunity to earn high school credit for completed courses. These credits apply toward graduation requirements.

### **Are there any fees for Career Dual Enrolled students?**

Bay County Schools high school students are provided tuition, fees, and textbooks/instructional materials (on loan), free of charge. Some technical programs require uniforms and tool kits which are NOT provided by Bay District Schools.

### **May I complete my technical program during high school?**

Some programs may be completed prior to high school graduation.

### **What happens if the technical program is not completed prior to high school graduation?**

A student who does not complete his/her program during high school may return as an adult student. Adult students are responsible for the cost of completing their program and are encouraged to complete FAFSA and apply for foundation scholarships.

### **How do students get started?**

All prospective Dual Enrolled students must

- Complete a Dual Enrollment Application
- Obtain appropriate signatures, and submit the application to their high school counselor

### **Are ID's required in all programs?**

Yes, The HTC ID must be displayed at all times.

### **Is transportation available?**

All students must provide their own transportation.

### **What certificates do students receive?**

Technical program certificates are awarded to students who have successfully completed all of the requirements of the program in which they have enrolled, which includes meeting state mandated exit scores. In addition, HTC provides an opportunity for industry certification.

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## Dual Enrollment Programs

CTE Programs	Scheduling Options
Administrative Office Specialist	Monday – Friday 7:45am – 10:45 am <b>OR</b> 11:30am – 2:30pm <b>OR</b> 7:45am – 2:30pm
Air conditioning, Refrigeration & Heating Technology	Monday – Friday 7:00am – 9:30 am <b>OR</b> 9:30 am – 12 noon <b>OR</b> 7:00 am – 12 Noon
Automotive Collision Technology Technician	Monday – Friday 7:45 am – 10:15 am <b>OR</b> 11:15 – 1:45 pm <b>OR</b> 7:45am – 1:45 pm
Automotive Service Technology	Monday – Friday 7:45am – 10:45am <b>OR</b> 11:30 am – 2:30 pm <b>OR</b> 7:45am – 2:30pm
Computer Systems & Information Technology	Monday – Friday 7:00am – 9:30 am <b>OR</b> 9:30 am – 12 noon <b>OR</b> 7:00 am – 12 Noon
Electrician/Electricity	Monday – Friday 7:00am – 9:30 am <b>OR</b> 9:30 am – 12 noon <b>OR</b> 7:00 am – 12 Noon
Industrial Pipefitter	Monday – Friday 7:45 am – 10:15 am <b>OR</b> 11:15 – 1:45 pm <b>OR</b> 7:45am – 1:45 pm
Marine Service Technologies	Monday – Friday 7:00am – 9:30 am <b>OR</b> 9:30 am – 12 noon <b>OR</b> 7:00 am – 12 Noon
Medical Administrative Specialist	Monday – Friday 7:45am – 10:45am <b>OR</b> 11:30 am – 2:30 pm <b>OR</b> 7:45am – 2:30pm
Plumbing	Monday – Friday 7:45 am – 10:15 am <b>OR</b> 11:15 – 1:45 pm <b>OR</b> 7:45am – 1:45 pm
Power Equipment Technologies	Monday – Friday 7:00am – 9:30 am <b>OR</b> 9:30 am – 12 noon <b>OR</b> 7:00 am – 12 Noon
Welding Technology	Monday – Friday 7:45am – 10:45am <b>OR</b> 11:30 am – 2:30 pm <b>OR</b> 7:45am – 2:30pm
Aviation Airframe Mechanics Aviation Powerplant Mechanics	Monday – Friday 7:30am – 1:00
Cosmetology (Co-enroll)	Monday – Friday 7:30am – 2:00pm (Class beginning in January) 9:00am – 3:30pm (Class beginning in August)

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## Dual Enrollment Programs

### Dual Enrollment Application

Today's Date: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Male  Female   
Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Race/ethnicity: \_\_\_\_\_  
Name of Current High School: \_\_\_\_\_ 2019-20 Grade Level: \_\_\_\_\_  
Student's Projected HS Graduation Date: \_\_\_\_\_ Current Cumulative GPA (unweighted): \_\_\_\_\_  
Address: \_\_\_\_\_ City, State, Zip Code \_\_\_\_\_  
Student's Personal Email Address: \_\_\_\_\_ Student Cell: \_\_\_\_\_  
Parent's Name: \_\_\_\_\_ Parent's Cell: \_\_\_\_\_  
Parent's Email Address: \_\_\_\_\_  
Term of Entry: (check one)  Fall (August)  Spring (January)

**PLEASE REFER TO PROGRAM SELECTION DOCUMENT TO COMPLETE THE FOLLOWING**

### PROGRAM CHOICE

First Choice: \_\_\_\_\_ Time: \_\_\_\_\_  
Second Choice: \_\_\_\_\_ Time: \_\_\_\_\_

**PARENT OR GUARDIAN APPROVAL:** I give consent for enrollment of my son/daughter in Career Dual Enrollment at Haney Technical Center.

**STUDENT ACKNOWLEDGEMENT:** I accept the conditions of Career Dual Enrollment at Haney Technical Center and understand that as a Career DE student, I am considered a dependent student and that Haney is free to release any information on my enrollment to my parents and /or high school officials including grades, attendance, and official transcripts.

\_\_\_\_\_  
(Signature of Applicant)

\_\_\_\_\_  
(Signature of Parent/Guardian)

### TO BE COMPLETED BY HIGH SCHOOL GUIDANCE COUNSELOR/SCHOOL OFFICIAL

I recommend the above student to enroll as a Dual Enrolled student.

HANEY TECHNICAL CENTER USE ONLY

Date Received \_\_\_\_\_ Initials: \_\_\_\_\_

Approved  Denied Date \_\_\_\_\_

\_\_\_\_\_  
(Print Name of Counselor/School Official)

\_\_\_\_\_  
( Date)