

Dual Credit & Work Ready Dual Credit Update – August 2019

General Reminders

- **Dual credit and articulated credit are not the same; scholarships can only be used for dual credit coursework**
 - Dual credit is when a high school student earns course credit from both the high school and institution at the same time
- **Course delivery method does not impact scholarship eligibility**
 - Dual credit coursework may be taken at a high school, ATC, college campus, or online
- **High schools must submit a file to KHEAA to identify dual credit enrollees before KHEAA can create links for students to set their preferences/request awards**
- **If your postsecondary partners have changed for 2019-2020, please email Becky Gilpatrick (rgilpatrick@kheaa.com) to update the colleges in the drop down boxes used for students to set preferences**

What's New

- **Work Ready KY Scholarship becomes law**
 - Senate Bill 98 passed during the 2019 legislative session
 - Codified as KY Revised Statute (KRS) 164.787
 - Took effect June 27, 2019
 - WRKS is two programs sharing a single fund source
 - Work Ready KY Scholarship (WRKS) for postsecondary students
 - Tied to the high 5 demand work sectors
 - High school seniors won't apply until May of their senior year
 - Work Ready Dual Credit Scholarship (WKDC) for high school students
 - For students taking dual credit that is part of an approved Career and Technical Education (CTE) pathway
 - NOT tied to the high demand work sectors
- **Students no longer have to use DCS before WKDC**

Student Eligibility

- **Dual Credit Scholarship**
 - Kentucky resident enrolled in a Kentucky high school
 - Grades 11 or 12
 - Be enrolled, or accepted for enrollment, in an approved dual credit course at a participating Kentucky college or university
 - Students must meet postsecondary admission requirements
 - Must complete college success counseling (video made available through KHEAA)
- **Work Ready Dual Credit Scholarship**
 - Kentucky resident enrolled in a Kentucky high school
 - Grades 9, 10, 11, or 12
 - Be enrolled, or accepted for enrollment, in an approved dual credit course at a participating Kentucky college or university
 - Only applies to dual credit that is part of a KDE-approved CTE pathway

Postsecondary Participation

- **The maximum charges allowed for 2019-2020 dual credit tuition is \$58 per credit hour**
- **Maximum applies to ALL dual credit offered**
 - Students receive discounted rate regardless of payment source (out-of-pocket or scholarship)

- **Additional costs**
 - Institutions cannot charge additional fees for dual credit courses
 - Includes, but is not limited to, special equipment fees, lab fees, application fees
 - Students are responsible for paying for textbooks and/or online access codes for e-books
 - Students cannot be charged if they fail or withdraw from a course IF scholarship funds have been paid for the course
- **Keep in mind that some institutions participate in DCS, but not the WKDC program**
 - Only institutions offering CTE dual credit can participate in WKDC

Scholarship award

- **DCS pays for two (2) courses *per student***
 - Use in grade 11 may cause reduced or no DCS eligibility in grade 12
- **WKDC pays for two (2) courses *each year***
- **Scholarship amount = amount charged by the institution**
- **Scholarships cannot be used for developmental or remedial coursework**
- **Lecture/lab combinations count as 1 scholarship used (applies to DCS and WKDC)**
- **Corequisite courses count as 2 separate courses for scholarship purposes**
- **Funds awarded on a first-come, first-serve basis based on available funding**
 - Determined by the date the students submits their preference to KHEAA

Tips for Student Success

- **Students need to understand multiple processes are involved**
 - High school - scheduling
 - Postsecondary side – admission to institution, registration for the course, and billing for payment
 - Scholarship – must complete the ‘set preferences’ process with KHEAA before a scholarship can be awarded
- **Don’t confuse Work Ready Dual Credit with the Work Ready KY Scholarship program for college students**
 - WKDC process is the same as DCS – look for the set preference links
 - The WRKS application is a longer application on KHEAA’s website that will talk about FAFSA completion
 - If you go to the “Apply Online for Scholarships” area in MyKHEAA, you’re in the WRONG place
- **Before setting scholarship preferences, students should**
 - Be aware of the type of course they are taking (General Education or CTE) and potential scholarship coverage (DCS or WKDC)
 - Be aware of which institution is offering the course and how much the course will cost
 - Are courses being discounted at certain institutions?
 - Are certain courses worth more credit hours than others
 - Use scholarships where the courses cost the most
- **Students should be aware that dual credit CAN impact their eligibility for financial aid *after* high school if they make poor grades and/or withdraw from too many courses**

Tips for High Schools Administrators

- **Yearlong courses** – set preferences as fall semester *unless* the postsecondary institution has indicated otherwise
- **Data to and from KHEAA flows through the student’s home high school (A-1)**
 - Area Technology Centers do not receive information from KHEAA or report to KHEAA
 - High schools should coordinate with their ATCs to make sure students appear in the file sent to KHEAA; otherwise, those students will not have links or receive scholarships
- **Your district’s KEES Coordinator is the ‘gate keeper’ for sending data to and retrieving reports from KHEAA**
 - If you do not know who the KEES point of contact is for your district, or there has been a change in personnel, please contact Becky Gilpatrick at rgilpatrick@kheaa.com
- **KHEAA makes scholarship summary reports available on a weekly basis during the year**
 - One report for DCS; another for WKDC

- Check reports periodically to make sure ALL students enrolled in dual credit (at the high school and/or ATC) appear on the report
- The reports will tell the student's status as of the report date (need to set preferences, has submitted preferences, funds have been disbursed)
- **KHEAA recommends schools retrieve the last DCS summary report for 2018-2019 to determine DCS eligibility for 2019-2020 seniors**

Students missing SSNs and/or set preference links

- **KHEAA creates links by matching fields from the high school's file against the KEES database**
 - Last four of SSN, name and birthdate
- **Students who do not have an SSN must be entered manually by KHEAA**
 - High schools should email name and preference information (college choice and semester) to KHEAA when SSN is missing
 - Accounts will be created with an SSN of all 9's
 - Students cannot view account information or set up a MyKHEAA account without real SSN
 - Schools can view student activity through the weekly summary reports
- **If you obtain an SSN for a student previously reported without an SSN, call Becky Gilpatrick at 502-696-7394 to have the student's account updated**
 - Do not email full SSNs – it is not a secure way to convey information

Trouble Shooting Tips for missing links

- **Can the student see their KEES account information on MyKHEAA?**
 - NO - They may have entered a bad SSN or birthdate when registering for MyKHEAA
 - Call KHEAA's technical help desk at 800-818-2678 for assistance with account registration
 - YES – There may have been a problem with loading the school's file or the student's record in the file
 - Check the file that was submitted to make sure the student was included
 - If they were eligible for WKDC and do not have a WKDC link, make sure the CTE indicator in the file was populated as 'Y'
 - Email Becky Gilpatrick (rgilpatrick@kheaa.com) if you have done all of the above and still cannot figure it out

Deadlines and Processing Timeframes

- **Application**
 - High school file submission deadlines
 - September 15 - fall semester
 - January 30 - spring semester
 - Student set preference submission deadline
 - October 1 - fall semester and yearlong requests
 - **March 1 - final requests for the year**
- **Postsecondary disbursement processing**
 - Fall semester - begins October 1
 - Spring semester – begins February 15