

[admin](#), [cte](#), [course catalog](#)

# Dual Enrollment Courses Made Easy For Academic and CTE Courses

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## Academic College Credit Codes as of 2019

| Code | Name            | Definition  |
|------|-----------------|---|
| 9020 | Visual Arts     | College visual arts courses typically cover a variety of visual arts courses that are taken by a student in which the student earns college credit (dual or concurrent enrollment). This course may also count toward the high school graduation requirements (i.e., the student receives both college credit and high school credit). <i>This is not an Advanced Placement (AP) or International Baccalaureate (IB) course (AP and IB courses have their own Course Group State Codes)</i> |
| 9082 | Dance           | College visual arts courses typically cover a variety of visual arts courses that are taken by a student in which the student earns college credit (dual or concurrent enrollment). This course may also count toward the high school graduation requirements (i.e., the student receives both college credit and high school credit). <i>This is not an Advanced Placement (AP) or International Baccalaureate (IB) course (AP and IB courses have their own Course Group State Codes)</i> |
| 9096 | Theatre         | College theatre courses typically cover any theatre courses that are taken by a student in which the student earns college credit (dual or concurrent enrollment). This course may also count toward the high school graduation requirements (i.e., the student receives both college credit and high school credit). <i>This is not an Advanced Placement (AP) or International Baccalaureate (IB) course (AP and IB courses have their own Course Group State Codes).</i>                 |
| 9120 | English         | College theatre courses typically cover any theatre courses that are taken by a student in which the student earns college credit (dual or concurrent enrollment). This course may also count toward the high school graduation requirements (i.e., the student receives both college credit and high school credit). <i>This is not an Advanced Placement (AP) or International Baccalaureate (IB) course (AP and IB courses have their own Course Group State Codes).</i>                 |
| 9154 | World Languages | College world language courses typically cover any world language courses that are taken by a student in which the student earns college credit (dual or concurrent enrollment). This course may also count toward the high school graduation requirements (i.e., the student receives both college credit and high school credit). <i>This is not an Advanced Placement (AP) or International Baccalaureate (IB) course (AP and IB courses have their own Course Group State Codes).</i>   |



| Code | Name                          | Definition  |
|------|-------------------------------|---|
| 9200 | <b>History/Social Science</b> | College history/social science courses typically cover any history/social science courses that are taken by a student in which the student earns college credit (dual or concurrent enrollment). This course may also count toward the high school graduation requirements (i.e., the student receives both college credit and high school credit). <i>This is not an Advanced Placement (AP) or International Baccalaureate (IB) course (AP and IB courses have their own Course Group State Codes).</i> |
| 9227 | <b>Other</b>                  | Other college credit courses typically cover any other interdisciplinary academic courses that are taken by a student in which the student earns college credit (dual or concurrent enrollment). This course may also count toward the high school graduation requirements (i.e., the student receives both college credit and high school credit). <i>This is not an Advanced Placement (AP) or International Baccalaureate (IB) course (AP and IB courses have their own Course Group State Codes).</i> |
| 9273 | <b>Mathematics</b>            | College mathematics courses typically cover any mathematics courses that are taken by a student in which the student earns college credit (dual or concurrent enrollment). This course may also count toward the high school graduation requirements (i.e., the student receives both college credit and high school credit). <i>This is not an Advanced Placement (AP) or International Baccalaureate (IB) course (AP and IB courses have their own Course Group State Codes).</i>                       |
| 9303 | <b>Music</b>                  | College music courses typically cover any music courses that are taken by a student in which the student earns college credit (dual or concurrent enrollment). This course may also count toward the high school graduation requirements (i.e., the student receives both college credit and high school credit). <i>This is not an Advanced Placement (AP) or International Baccalaureate (IB) course (AP and IB courses have their own Course Group State Codes).</i>                                   |
| 9358 | <b>Science</b>                | College science courses typically cover any science courses that are taken by a student in which the student earns college credit (dual or concurrent enrollment). This course may also count toward the high school graduation requirements (i.e., the student receives both college credit and high school credit). <i>This is not an Advanced Placement (AP) or International Baccalaureate (IB) course (AP and IB courses have their own Course Group State Codes).</i>                               |



## Setting Up Dual Enrollment College Courses for academic courses in the Course Catalog:

**Suggestions for noting Dual-Enrollment College Courses in your Course Catalog** to make it easy to find the Dual-Enrollment Courses you are supporting:

- Set up each of the categories in the list above in the following manner:

- o **CC English Language Arts**
- o **CC Mathematics**
- o **CC Foreign Language, etc.**

Depending on how your Transcript Requirements are established, you may need to support a couple of extra choices when it comes to Science and Social Studies:

- o **CC Life Science**
- o **CC Physical Science**
- o **CC World History**
- o **CC US History**
- o **CC Economics, etc.**

| Admin Reports Schools Teachers Portal Help           |             |             |              |            |            |         |             |                     |                     |  |  |
|--|-------------|-------------|--------------|------------|------------|---------|-------------|---------------------|---------------------|--|--|
| Name   | Year        | School Type | District Set | Local Code | State Code | Credits | CTE Pathway | Transcript Category | Non-Std Instruction |  |  |
| College Credit Course - English                      | 2019 - 2020 | High School | No           | CSU-9120-3 | 9120       | 10.00   | None        | English             | Dual Credit         |  |  |
| College Credit Course - English                      | 2019 - 2020 | High School | No           | CSU-9120-4 | 9120       | 13.50   | None        | English             | Dual Credit         |  |  |
| College Credit Course - English Elective             | 2019 - 2020 | High School | No           | CSU-91203E | 9120       | 10.00   | None        | Electives           | Dual Credit         |  |  |
| College Credit Course - Government                   | 2019 - 2020 | High School | No           | CSU-920C-3 | 9200       | 10.00   | None        | Government          | Dual Credit         |  |  |
| College Credit Course - Hist/Social Science Elective | 2019 - 2020 | High School | No           | CSU-920E-3 | 9200       | 10.00   | None        | Electives           | Dual Credit         |  |  |
| College Credit Course - Hist/Social Science Elective | 2019 - 2020 | High School | No           | CSU-920E-1 | 9200       | 3.50    | None        | Electives           | Dual Credit         |  |  |

For each **“CC Course”** you establish, fill in the information needed in the **“Edit Course”** column to support each choice

- **Important:** DO NOT “lock” the course as you will be adding Course Aliases for each specific Community Course any student may take. The Alias is the name that will appear on the Student's Transcript

**Course Name**  
 College Credit Course - English

**School Year** 2019 - 2020 **School Type** High School

Hidden  
 Independent Study  
 Distance Learning  
 Exclude from State Reporting

**Online Course Instruction Type**  
 -- Select --

**Search State Codes** **State Course Code** 9120 College Credit Course - English **Local Course Code** CSU-9120-3

**Search**

**Description**  
 College English courses typically cover any English courses that are taken by a student in which the student earns college credit (dual or concurrent enrollment). This course may also count toward the high school graduation

**Aliases** Lockdown   
 type an alias name then hit Enter  
 College Credit Course - English;ENGL 2 - Reading and Composition - Butte College;ENGL 6

**Credit Amount** 10 **Credit Type** Credits

**Min Class Size** **Max Class Size**

**Stds Gradelevel Range** SEC - Secondary Grad... **Stds Alignment** 1 - Current Content Sta...

Charter Non-Core  
 Non-College Prep  
 Middle School Core

**Language Instruction** -- None -- **Transcript Category** English **R-C Grading Method** A-F **Grade Level** 4 Selected

**A-G State Univ. Requirements Met** B ) English

**Transcript Modifiers**  
 Cal Grant  none  x  
 CAUC  none  ag  
 ClassType  none  \*  ap  cp  h  
 PassFail  none  \$  pf  
 Repeat  none  r

**Course Pre-Requisites** (None)

**Non Std Instructional** Dual Credit

**Curriculum Category** 2 Selected **ESSA Core** Secondary

**Instructional Strategy** -- None --

**EL Education Service** -- None --

Update PLS/CMS Classes PLS: 20, CMS: 0

**View Catalogs for Course** **Cancel** **Save**

## Dual-Enrollment CTE College Courses:

The process for *CTE Dual Enrollment* is *DIFFERENT* than the process for academic courses:

- In the **Course Catalog**, support a course title for a specific College course.
- Be sure to **use a CALPADS COURSE CODE for CTE Courses (7000-8999)**. In the example below notice that the CALPADS code 8411 - for Criminal Law - is used. (Notice you are using **regular CALPADS CTE Course codes** for these dual-enrollment courses).

- You **must** use the **Non-Standard Instructional Level** indicator to designate Dual-Enrollment for a **“College Credit”** course. Otherwise the course will not report as dual-enrollment to CALPADS!

| Admin Reports Schools Teachers Portal Help                                |             |             |              |            |            |         |                                    |                     |  |  |          |
|---|-------------|-------------|--------------|------------|------------|---------|------------------------------------|---------------------|--|--|----------|
| Name  | Year        | School Type | District Set | Local Code | State Code | Credits | Transcript Category                | Non-Std Instruction |  |  | A-G Code |
| <input type="checkbox"/> AJ 1 - Criminology - Butte College               | 2019 - 2020 | High School | No           | CSU-8411-3 | 8411       | 10.00   | Life Skills/Voc. Skills/Technology | Dual Credit         |  |  | GO       |
| <input type="checkbox"/> AJ 2-Administration of Justice-Butte College     | 2019 - 2020 | High School | No           | CSU-8412-3 | 8412       | 10.00   | Life Skills/Voc. Skills/Technology | Dual Credit         |  |  | GO       |
| <input type="checkbox"/> ALH 104 – Medical Terminology – Butte College    | 2019 - 2020 | High School | No           | CNT-7921-3 | 7921       | 10.00   | Life Skills/Voc. Skills/Technology | Dual Credit         |  |  |          |
| <input type="checkbox"/> AUT 1 – Intro to Automotive Tech-Butte College   | 2019 - 2020 | High School | No           | CSU-8530-4 | 8530       | 13.50   | Life Skills/Voc. Skills/Technology | Dual Credit         |  |  | GO       |
| <input type="checkbox"/> BUS 20 – Intro to Business – Butte College       | 2019 - 2020 | High School | No           | CSU-7400-3 | 7400       | 10.00   | Life Skills/Voc. Skills/Technology | Dual Credit         |  |  | GO       |
| <input type="checkbox"/> CSCI 20-Prog & Algorithms I - Butte College      | 2019 - 2020 | High School | No           | CSU-8131-3 | 8131       | 10.00   | Life Skills/Voc. Skills/Technology | Dual Credit         |  |  | GO       |
| <input type="checkbox"/> CSCI 21 – Program. & Algorithms II-Butte College | 2019 - 2020 | High School | No           | CSU-8132-3 | 8132       | 10.00   | Life Skills/Voc. Skills/Technology | Dual Credit         |  |  | GO       |

- Remember: many college courses are **a-g**. Be sure and **choose** the appropriate **A-G State Univ. Requirement Met designation** if this is the case.
- Also remember to **check the appropriate CTE Information** on the lower right-hand side of the page.
- **SAVE your changes.**

**Course Name**  
 AUT 1 – Intro to Automotive Tech–Butte College

**School Year**  
 2019 - 2020

**School Type**  
 High School

Hidden  
 Independent Study  
 Distance Learning  
 Exclude from State Reporting

**Online Course Instruction Type**  
 -- Select --

**Search State Codes**

**State Course Code**  
 8530 Introduction to Systems Diagnostics, Service, and Repair

**Local Course Code**  
 CSU-8530-4

**Search**

**Description**

**Aliases**  
 type an alias name then hit Enter

Lockdown

AUT 1 - Intro to Automotive Tech–Butte College

**Credit Amount**  
 13.5

**Credit Type**  
 Credits

**Min Class Size**

**Max Class Size**

**Stds Gradelevel Range**  
 NOT - Not Applicable

**Stds Alignment**  
 3 - Not Content Standar...

Charter Non-Core  
 Non-College Prep  
 Middle School Core

**Language Instruction**  
 -- None --

**Transcript Category**  
 Life Skills/Voc. Skills/Te...

**R-C Grading Method**  
 A-F

**Grade Level**  
 4 Selected

**A-G State Univ. Requirements Met**  
 GO) Other Elective

**Transcript Modifiers**  
 Cal Grant  none  x  
 CAUC  none  ag  
 ClassType  none  \*  ap  cp  h  
 PassFail  none  S  pf  
 Repeat  none  r

**Course Pre-Requisites**  
 (None)

**Non Std Instructional**  
 Dual Credit

**Curriculum Category**  
 Electives

**ESSA Core**  
 No

**Instructional Strategy**  
 -- None --

**EL Education Service**  
 -- None --

**CTE information**

**Course Funding Provider**  
 District

Post-Secondary Articulated  
**High Quality CTE Course**  
 Yes  No

Update PLS/CMS Classes PLS: 2, CMS: 0

**View Catalogs for Course** **Cancel** **Save**

## FAQs

- Question: We have students who take Dual-Enrollment Courses during the summer. They give us their college-course transcript and we enter those directly into their Transcript in the PLSIS. How do we assure the school gets credit for those courses during EOY reporting?**

**Answer:** Unfortunately, the school will only get credit for those courses that the student takes during his/her regular school year and NOT for courses taken outside of the regular school year.

Only if the student has an active enrollment in the school at the same time he/she is taking a dual-enrollment course that will be reported in CALPADS EOY (End-of-Year Reporting) for the active school year will they receive dual-enrollment credit on the State Dashboards.

2. **Question: What is a Post-Secondary Articulated College Course?**

**Answer:** A Post-Secondary Articulated College Course is taught at the school by an instructor who has received the course syllabus from the college and who has permission from the college to teach a college course. The school actually completes articulation paperwork from the college and submits that paperwork for approval. After approval, the course then becomes a Articulated College Course and qualifies for Dual-Enrollment in CALPADS.

3. **Question: We are aware that schools grant additional credit for dual-enrollment courses. What is the recommended 'multiplier' for determining what that additional credit will be?**

**Answer: There isn't a specific recommended multiplier. This is determined by the school and is supported via Board Policy. For example, the school may determine that if the student is taking a Chemistry Course in one semester at the Community College, the school will be giving that student 10 Credits - a full year's credit - to the student for that one semester in college. The Board Policy would say that for one semester's grade at a CC, the school will grant 10 credits.**

**Some schools prefer to “set a specific multiplier” instead. In some cases the multiplier may be 2.5 or even 3. In the case above, if the CC grants 4 Units for Chemistry\*\* the school may set their multiplier for 2.5 to come up with 10 Credits. Our best recommendation is for the school to determine what works best for them and add that to their Board Policy.**

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