



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING


RICK SNYDER
GOVERNOR

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INTERIM STATE SUPERINTENDENT

MEMORANDUM

DATE: June 7, 2018

TO: Local and Intermediate School District Superintendents
Public School Academy Directors

FROM: Sheila A. Alles, Interim State Superintendent 

SUBJECT: Dual Enrollment Reminders for the 2018-19 School Year

The Postsecondary Enrollment Options Act (PA 160 of 1996) provides for payment from a school district's state aid foundation grant for enrollment of certain eligible high school students in postsecondary courses of education, allowing for what is most commonly referred to as Dual Enrollment.

The law establishes eligibility criteria for students, institutions, and courses; requires eligible charges (tuition, mandatory course or material fees, and registration fees) to be billed to a school district; establishes enrollment and credit requirements; requires school districts to provide counseling and information to eligible students and their parents; and requires intermediate school districts to report to the Department of Education.

Based on recent interactions with school districts, families, and postsecondary institutions, MDE staff has identified several key issues related to Dual Enrollment. To ensure that Dual Enrollment opportunities are being offered within the bounds of statute, please take note of the following key reminders.

- By March 1 of each school year, each school district or state approved nonpublic school is **legally required** to provide general information dual enrollment to all pupils in grade 8 or higher. MDE staff recommends that notifications are sent to each individual student.
- Students that meet eligibility guidelines (as outlined in the [Dual Enrollment FAQ](#) and the [full legislation](#)), are required by law to be allowed to participate in dual enrolled courses.
- In cases where all eligibility guidelines are met, a school district or state approved nonpublic is required to allow up to 10 dual enrolled courses, with further stipulations by grade level. For a student that first dual enrolls in:

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- 9th grade – not more than two courses per year in 9th, 10th, and 11th grade, and not more than four courses in grade 12
- 10th grade – not more than two courses in 10th grade, and not more than four courses in 11th and 12th grade
- 11th or 12th grade – not more than six courses per year

To exceed any of these limits, there must be a written agreement between each eligible student's school district and the eligible postsecondary institution to waive these limits for **each individual eligible student**.

- Courses under this act may occur outside of the regular school year if the course is included in the pupil's schedule during the count period, the pupil is registered for the course, and the course has been paid in full.

In addition to the above listed components, full guidance related to Dual Enrollment can be located at www.michigan.gov/dualenrollment.

For questions related to Dual Enrollment, please contact the following MDE staff:

- [Eric Lipinski](#) - 517-241-6895 (Programmatic Questions/Issues)
- [Christopher May](#) - 517-335-1263 (Financial Questions/Issues)
- [Brian Ciloski](#) – 517-373-3352 (Pupil Accounting Questions/Issues)

The contacts above can assist with all topics related to Dual Enrollment, but their primary focus is on the areas in parentheses.

cc: Michigan Education Alliance