FY 2014
MOVE ON WHEN READY GUIDELINES

Overview

Move on When Ready provides opportunities for high school juniors and seniors to enroll full- time (12-15 semester hours) in postsecondary institutions to earn both high school and college credits simultaneously. Funding for Move on When Ready is provided through the local school system's equivalent (FTE) program count as determined by the Georgia Department of Education. The additional course cost above 15 hours is not covered through Move On When Ready funding and must be paid by the student. Student participation is based on semester to semester or full year participation. Participation is only allowed during the normal fall and spring semesters of the high school and college school year.

Student Eligibility

Students are eligible to participate in Move on When Ready if they are entering 11th or 12th grade, as determined by the system, and spent the prior school year in attendance at a **public** high school in Georgia. Participating students must have been enrolled for funding purposes during the preceding October and March full-time equivalent (FTE) program counts, be a resident of Georgia and be on track to graduate. Students who meet these qualifications can participate with eligible institutions once they meet the Dual Enrollment/Move On When Ready requirements as set by the eligible institution in addition to the GaDOE guidelines. Students who fail a course or courses one semester can continue to participate the next semester as long as they are still on track to graduate. If class failures do occur, the student, parent and counselor should meet to review whether it is still in the best academic interest for the student to continue in the program.

Eligible Institutions

An eligible postsecondary institution is one that is defined in paragraph (7) of Code Section 20-3-519. Institutions eligible to participate in the Move on When Ready Program include the following:

All units of the University System of Georgia,

All branches of the Technical College System of Georgia,

**Some private independent nonprofit postsecondary institution eligible for tuition equalization grants

**Some private proprietary postsecondary institution eligible for tuition equalization grants.

These institutions should contact Georgia Department of Education and complete the ***Guidelines to Determine Eligible Colleges For Move On When Ready* form to verify their eligibility and submit the completed form to the Georgia Department of Education for approval.

All Rights Reserved

Coursework
Once a Move On When Ready student is admitted to an eligible postsecondary institution, they will take all coursework at or through the postsecondary eligible institution or the postsecondary' s on-line dual enrollment courses that have been approved by the Georgia Department of Education. Students cannot take high school courses on the high school campus while enrolled as a MOWR student. Courses may be taken at the college during the traditional public school day or outside the regular school day hours. Move on When Ready courses must be selected from the approved MOWR course lists. Learning support, remedial courses, exemption credit and summer school courses are not eligible for Move On When Ready. New courses may be added to the Move On When Ready course lists during the year through requests from the colleges or local system.

Testing Requirements
Move on When Ready students must meet all state assessment requirements, including End of Course Tests, End of Pathway Assessments and any others, as referenced in State Board of Education Rule 160-3-1-.07 Testing Programs- Student Assessment.
Students will need to participate in any required state testing or assessments at the same time and locations their local system administers testing. Move On When Ready students should be excused and allowed by the postsecondary institution to take all state required assessments.

Awarding Credit
Students who participate in Move on When Ready will earn high school credit as well as college credit for courses successfully completed at an eligible postsecondary institution. Credit earned must be used to meet state and local graduation requirements. Information about courses taken and credits earned should be included in the participating student's secondary school records.

Secondary credit for postsecondary courses will be awarded according to the following conversion scale that began in the fall of the FY 2011 school year:

One to two semester hour credits = .5 high school unit credit
Three to five semester hour credits = 1 high school unit credit
One to three quarter hour credits = .5 high school unit credit
Four to eight quarter hour credits = 1 high school unit credit

Upon completion of the course, the student shall be responsible for requesting an official transcript be sent from the postsecondary institution to the student's local school system so credit may be given to meet high school graduation requirements. Failure to do so could result in the student not graduating on time and not continuing in the Move On When Ready program.

All Rights Reserved

Funding

For each eligible student participating in the Move on When Ready Program, the cost for full-time coursework up to 15 semester hours at an eligible institution will be paid through the Move On When Ready calculated FTE annual amount. The school FTE will be reduced by the lesser of these two amounts:

1. The actual cost of tuition, fees, books, and materials directly related to the courses taken by the eligible student at such institution less a records fee of $200.00 per year for administration costs of the local school system; or
2. The GaDOE calculated amount that the participating eligible student would have earned if he or she had been in equivalent instructional programs in the local school system, less a records fee of $200.00 for administration costs of the local school system.

Students participating in Move on When Ready are not eligible for any other state student financial aid at an eligible institution for courses taken under the program. They can receive additional institutional aid or local scholarships from the local postsecondary institution they are attending. Move on When Ready course hours do not count against any maximum hourly caps for HOPE scholarships or grants unless it is hours beyond the 15 hour limit.

Eligible participating institutions will accept the determined Move On When Ready amount as full payment for the student's tuition and mandatory fees. If funds remain then books and materials may also be paid. Any additional course hours or costs above the required 12-15 hours for full-time are the responsibility of the student/parents/guardians.

School and System Responsibilities

All 10th and 11th grade students must receive general advisement information about the Move on When Ready Program, just like all the other dual enrollment programs, no later than April 1st each year. For a student who has an interest in participating, an appointment with their local counselor should be scheduled so Move On When Ready information, including all forms and documents pertaining to the program can be shared with the student and their parents.

Prior to enrolling, the parent/guardian and the student who elects to participate, will sign a Participation Permission Form stating that they have received advisement and they understand the student responsibilities they are assuming. The signature also verifies the student has met the advisement requirement for participation in the Move On When Ready program.

Advisement information could include:

The names of eligible institutions and their Move On When Ready application deadlines approved courses

Information about approved academic transferable credit

local and state high school graduation requirements

All Rights Reserved

The name of a contact person at each eligible institution for information concerning the Program
Procedures for scheduling approved courses between the high school and the eligible institution
The potential effect of Move On When Ready on a student completing a course and completing required high school graduation requirements
Consequences of course incompletion, course failure and the possible delay of high school graduation
Eligibility information for participating in extracurricular activities
Student's responsibility to inform the high school if they drop course(s) before end of semester or quarter
Other areas determined by state and/or local system

Eligible students who do not participate after they have enrolled or fail to continue as a full-time student, must return to their local high school and complete their high school classes there. If students return to the high school before completion of their Move On When Ready classes, it could result in them losing credit and not graduating on time.

Participation in High School Extracurricular Activities and Sports
Students participating in the Move on When Ready Program are eligible to participate in competitive and other extracurricular activities in grades 9-12, following the provisions of State Board Rule 160-5-1-.18. This is allowable as long as their schedule can accommodate practices, games, etc. without interfering with their completion of postsecondary course requirements. Postsecondary institutions are not required to accommodate students so they can participate in these activities. Students need to remember conflicts could occur which could prevent them from participating.

Participation in College Sports
Students are not eligible or allowed to participate in college competitive sports at any collegiate level.

Other Move On When Ready Information
For additional information please see other Move On When Ready Documentation that is available at the University System of Georgia, the Technical College of Georgia and the Georgia Department of Education's websites, as well as your local high school counselor.
Links:

http://www.usg.edu/student_affairs/high_school/admissions_enrollment/

www.dtae.org/teched/highschoolinit.html

http://www.gadoe.org/ci_cta.aspx?PageReq=CICTASeam

All Rights Reserved