

April 3, 2020, rev. November 4, 2020

**MEMORANDUM**

**TO:** High School Administration  
**FROM:** Dual Enrollment Office  
**SUBJECT:** COVID-19 Guidance Message 8: Appendix to the Temporary Modification to VCCS Policy 6.6.3 and Guidance on Admission and Placement of New Dual Enrolled Students during COVID-19 Closures  
**As of November 4, 2020, This Guidance Is Extended through Fall 2021**

In addition to the approved modification to VCCS Policy 6.6.3, Dual Enrollment Student Admissions for Juniors and Seniors that adds flexibility to use additional measures for dual enrollment admission and placement, we now have approval to use this high school GPA option for rising sophomores (for example, newly selected Chesapeake Bay Governor’s School (CBGS) students).

We also have the approval to use the following guidelines for transfer courses:

- 2.5 GPA in English only (calculated over the past two years of HS English) to establish placement in courses that require an ENG 111 placement (such as ENG 111 and a host of college transfer courses);
- A 2.5 GPA in Math only (calculated over the past two years of HS Math) and completion of Algebra 2 to establish placement in courses that require MTE 1-9 (such as MTH 161, CHM 111, etc.);
- A 2.5 GPA in Math only (calculated over the past two years of HS Math) and concurrent enrollment in Algebra 2 to establish placement in courses that require MTE 1-5 (such as MTH 154, BIO 101, CHM 101, GOL 105, etc.)

Finally, we have the approval for the use of the high school GPA for Career & Technical Education (CTE) courses (rising sophomore, juniors, and seniors) as listed below.

English Placement:

2.0 or higher = ENF 1  
2.3 or higher = ENF 2  
2.7 or higher = ENF 3  
3.0 or higher = ENG 111

Math Placement:

Completion of Algebra I = MTE 1  
2.00 – 2.99 = MTE 1-4  
3.00 or higher without Algebra 2 = MTE 1-5  
3.00 or higher with Algebra 2 = MTE 1-9

- The Dual Enrollment Emergency Admission and Placement Measures Appendix are consistent with VCCS Multiple Measures Policy 6.4.0.2.

- These emergency procedures applies only to spring, summer, and fall 2021 terms.
- Unofficial transcript is required.
- If a student has placement scores or meets the PSAT, SAT, or ACT cut scores, we need to use those options first before using the HS GPA.
- Dual Enrollment Parent Consent is still required.
- High school students cannot enroll in developmental education courses.
- Every placement scenario cannot be addressed by the Modification to VCCS Policy 6.6.3 and Guidance on Admission and Placement of New Dual Enrolled Students or the Appendix, so there will be a need for some testing before the DE add/drop date.

If you have questions, please contact the Hutt Williams at [hwilliams@rappahannock.edu](mailto:hwilliams@rappahannock.edu).