

**Palm Beach Community College**  
**HOME EDUCATION DUAL ENROLLMENT/ EARLY ADMISSION**  
**LEGAL COMPLIANCE AND ELIGIBILITY FORM**



*Student Information – Please Print*

|                               |             |                      |                  |
|-------------------------------|-------------|----------------------|------------------|
| Name: _____                   |             |                      |                  |
| Last Name                     | First Name  | Middle Initial       |                  |
| Address: _____                |             |                      |                  |
| House #                       | Street Name | Apt. #               |                  |
| _____                         |             |                      |                  |
| City                          | State       | Zip Code             | Telephone Number |
| Social Security Number: _____ |             | Date of Birth: _____ |                  |
| Parent/Guardian Name: _____   |             |                      |                  |
| Last Name                     |             | First Name           |                  |

**IMPORTANT:** Please read the information on page 2 of this form. Your signature indicates that you have read and understand the eligibility criteria for the Home Education Dual Enrollment Program at Palm Beach Community College.

*Section 1002.41, Florida Statutes, entitled Home Education Programs, states that the parent or guardian shall notify the superintendent of schools of the county in which the parent or guardian resides of her or his intent to establish and maintain a home education program. The notice shall be in writing, signed by the parent or guardian and shall include the names, addresses, and birth dates of all children who shall be enrolled as students in the home education program. The notice shall be filed in the superintendent’s office within 30 days of the establishment of the education program. A written notice of termination of the home education program shall be filed in the superintendent’s office within 30 days of said termination. This section also outlines portfolio and annual evaluation guidelines.*

To comply with the above stated Florida Statute, Palm Beach County residents should contact the **School District of Palm Beach County Home Education Office, 3308 Forest Hill Blvd, Suite C-124, West Palm Beach, FL 33406.**  
**Phone: (561) 434-8052; Fax: (561) 434-8447**

**RECOMMENDATION OF COUNTY SCHOOL DISTRICT OFFICIAL**

The above named student is appropriately registered with home education Office of the \_\_\_\_\_ and is in compliance with Florida Statutes related to home education. Name of County

|                                  |               |           |      |
|----------------------------------|---------------|-----------|------|
| School District Official (Print) | Title (Print) | Signature | Date |
|----------------------------------|---------------|-----------|------|

**RECOMMENDATION OF HOME EDUCATION PROGRAM ADMINISTRATOR (PARENT/GUARDIAN)**

The undersigned certifies that the student listed above is enrolled in a home education secondary education program as defined in sections 1002.41, 1002.01, Florida Statutes.

|                         |                         |                              |      |
|-------------------------|-------------------------|------------------------------|------|
| Parent/Guardian (Print) | Relationship to student | Signature                    | Date |
| Student Signature       | Date                    | PBCC –Campus Staff Signature | Date |

The Florida law that authorizes exemption of fees to Home Education students participating in Dual Enrollment mandates that Home Education Programs be in compliance with all requirements set forth in sections 1007.27(4), 1007.271(10), and 1002.41, Florida Statutes.

Eligible Home Education students may participate in Palm Beach Community College's Dual Enrollment program in two ways:

- 1. College Credit** - may dual enrolled in up to eight (8) credit hours in the Fall and Spring terms, and up to four (4) credit hours in Summer A and Summer B terms (not to exceed a total of eight (8) credit hours during the Summer).
- 2. Early Admission** – Eligible students who have completed the 11th grade (or its equivalent) may complete their senior year at Palm Beach Community College upon approval from the PBCC designated program official. Interested students must submit a written recommendation from the Home Education Program Administrator supporting the petition. Early Admission students must be full-time, 12 credit hours per semester, Spring and Fall terms only.

Home education students taking dual enrollment courses must enroll in academic courses that count toward the completion of a high school program. The student must meet all entry requirements including satisfactory test scores and prerequisites for any course. Furthermore, the student must make a grade of “C” or better in all dual enrolled courses to continue in the Dual Enrollment program.

**Courses:** Dual enrolled students may not enroll in physical education courses, college preparatory courses, courses less than three credit hours unless they are co-requisites of an approved course such as a science and the corresponding lab.

**Appeals process:** Appeals for the college to waive or consider exceptions are made on a case by case basis and by following the Florida Statutes and Rules. For an appeal to be considered, the home education administrator may submit a letter of appeals explaining extenuating circumstances and providing documentation to support the case. Documentation shall include a student's transcript; test scores (SAT, ACT or FCELEPT or TABE for PSAV programs); high school portfolio if applicable, auditions; letters of recommendation and evidence of dual enrollment counseling. The decision of a specific appeal request is final.

**IMPORTANT: Please read the information on page 1 of this form. Your signature indicates that you have read and understand the eligibility criteria for the Home Education Dual Enrollment Program at Palm Beach Community College.**

#### **Important Notice:**

- Students taking dual enrollment courses are subject to the rules and regulations of Palm Beach Community College as stated in the Catalog and Student Handbook.
- At an institution of higher education, students are exposed to a learning environment that promotes an open exchange of ideas. Course content is presented on an adult level where class discussions require a mature understanding of divergent viewpoints and the ability to think critically on controversial issues.
- Dual enrollment students who receive a failing grade may have difficulty in meeting future admission requirements at colleges and universities including financial aid and scholarship opportunities.
- Dual enrollment students who receive a D or F in a course will not be allowed to enroll in future dual enrollment courses at Palm Beach Community College.