CAREER DUAL ENROLLMENT (CDE)

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What is Career Dual Enrollment (CDE)?
Career Dual Enrollment is an option for high school students to enroll in TCTC postsecondary courses to earn credit towards high school graduation and obtain an industry credential or license. As a Career Dual Enrollment student, you can attend classes at your home high school, virtual school, and TCTC.

Where are Dual Enrollment programs offered?
Treasure Coast Technical College Main Campus
4680 28th Court, Vero Beach, FL 32967

What programs are offered?
Nursing Assistant-provides students with the knowledge and skills necessary to perform basic care services for a resident/client in a variety of health care settings, including but not limited to, hospitals, nursing homes, and assisted living facilities. The nursing assistant provides care under the direction of nursing or medical staff. **must have own transportation** 165 hours, Part-Time, morning only classes)

Phlebotomy- The course includes but is not limited to communication, leadership, human relations, and employability skills; performance of safe and efficient work practices in obtaining adequate and correct blood specimens by capillary or venipuncture on adults, children and neonates; maintaining the integrity of the specimen in relation to the test to be performed; preparing blood smears; labeling specimens accurately and completely; collecting timed specimens; promoting the comfort and well-being of the patient while performing blood collecting duties; observing safety policies and procedures; medical terminology and emergency procedures including CPR.

Pharmacy Technical- This course is designed to train students to obtain entry-level positions in the Pharmacy Technician industry. The program teaches students basic pharmacology, measurement and calculating techniques, terminology and classification, preparations of unit dose etc.

Welding Technology – covers all 4 major welding processes including: SMAW, GTAW, GMAW, and FCAW. Students study workplace safety and organization, basic manufacturing processes, metals, identification, basic interpretation of welding symbols, and oxyfuel gas cutting practices. The program allows students to study drawings, plasma arc cutting principles, basic shielded metal arc welding, and carbon Arc gouging. Students who successfully complete the program will have the opportunity to apply and take the American Welding Society Certified Welder Industry Certification exam.

Medical Assisting-provides students with the knowledge and skills necessary to perform basic care services for a resident/client in a variety of health care settings, including but not limited to, hospitals, nursing homes, and assisted living facilities. The nursing assistant provides care under the direction of nursing or medical staff. **must have own transportation.**

HVAC- The course includes but is not limited to communication, leadership, human relations, and employability skills; performance of safe and efficient work practices in obtaining adequate and correct blood specimens by capillary or venipuncture on adults, children and neonates; maintaining the integrity of the specimen in relation to the test to be performed; preparing blood smears; labeling specimens accurately and completely; collecting timed specimens; promoting the comfort and well-being of the patient while performing blood collecting duties; observing safety policies and procedures; medical terminology and emergency procedures including CPR.

Early Childhood Education- This course is designed to train students to obtain entry-level positions in the Pharmacy Technician industry. The program teaches students basic pharmacology, measurement and calculating techniques, terminology and classification, preparations of unit dose etc.

What are the entry requirements for CDE?
• A student has completed a minimum of 11 high school credits.
• A student has met the minimum 2.0 unweighted grade point average (GPA).
*Some programs have additional program specific requirements.

When can a student enroll in a CDE program?
Students may enroll in a CDE program as a junior or senior. Note that students who enroll in CDE programs as seniors may not be able to complete the program as a high school student. Students may finish the program as an adult student.

What are the expectations to maintain CDE status?
• A student maintains a minimum 2.0 unweighted grade point average at the current high school as well as a 76% average in their technical program.
• A student complies with the Attendance Policy, the Student Code of Conduct Handbook, and specific program requirements while enrolled in a TCTC technical program.

What are the application deadlines to register?

Fall Dual Enrollment (Aug-Dec.) Application Deadline	Spring Dual Enrollment (Jan.- Application Deadline
Application Opens: March 1- April 30	**Application Opens:** September 1-November 30

Example of Dual Enrollment Schedule

Program Name & Hours	Semester or Full Year	Dates	Open to	Days/Times	Clinicals or Externship	Uniform or PPE
Early Childhood Education 600 hours	Full Year	8/22/22 - 5/05/22	Juniors/Seniors	Monday – Friday 8:30am-11:30am	Yes	Yes-TBD
HVAC 750 hours	Full Year	8/15/22 - 5/12/23	Juniors/Seniors	Monday- Thursday 7:30 am – 11:30 am	No	Yes- Gloves, Safety glasses
Medical Assisting Option #1 765 hours	Full Year	8/10/22- 05/12/22	Seniors	Monday- Thursday 7:30am- 11:30 am	Yes	Yes/ Teal Blue Scrubs
Medical Assisting Option #2	Full	08/10/22- 2/22/23	Seniors	Monday- Friday 8:30-2:30	Yes	Yes – Teal Blue Scrubs
Nursing Assistant 165 hours	Semester	8/10/22- 11/16/22	Juniors/Seniors	Monday- Thursday 7:30am- 10:30am	Yes	Yes/ Teal Blue Scrubs
Pharmacy Technician 1050 hours	Full Year	8/10/22- 5/12/23	Seniors	Mon- Thursday 9:30am- 2:30pm	Yes	Yes/ Black Scrubs
Phlebotomy 165 hours	Semester	8/10/22- 11/16/22	Juniors/Seniors	Monday- Thursday 11:30am- 2:30pm	No	Yes/ Teal Blue Scrubs
Welding 1050 hours	Full Year	8/10/22- 5/12/23	Juniors/Seniors	Mon-Fri 7:30 am – 1:30 pm	No	Yes -Work Boots, Long sleeve shirt, welding PPE kit

How to get started in a CDE Program?
Complete the required career dual enrollment application. Meet with your high school guidance counselor to determine eligibility.

What are the requirements for Technical Program completion?
Technical Program completion requirements:
- passed all coursework within the TCTC technical program with a 76% or better
- meet the State of Florida Department of Education mandated exit scores and/or earned a passing score on the appropriate industry certification and/or or licensure.
- Met mandatory clock hours required

Do High School Career Dual Enrolled students earn high school credit?
Yes. Students can earn high school credits through CDE enrollment. These credits may be applied toward graduation requirements.

Are there any fees for Career Dual Enrolled students?
CDE classes are tuition free to high school students**; fees aside from tuition are the responsibility of the student. Fees may include, but are not limited to student ID, parking pass, uniforms, drug screen, background check, required immunizations, lab kits, etc. Students enrolled in a public high school are loaned books at no cost. Students attending private school or home school must purchase books. Financial Aid is not available to CDE students.

Can students earn college credit?
Some programs allow the student to earn college credit for more information, contact TCTC.

Are uniforms required in all programs?
Yes. Students are required to wear a uniform particular to the individual program.

Are ID's required in all programs?
Yes. The student ID must always be displayed.

Is transportation available?
Yes. Limited school bus transportation is provided and must be identified on the application. Charter, home and/or private school students must provide their own transportation. Indian River County Area Transit also stops at TCTC locations; students may also drive their own vehicles. Students in select health & education programs are required to provide their own transportation to sites.

Is there an attendance policy?
In accordance with Florida Statute 1003.24, a child's attendance in school is the responsibility of the parent or legal guardian. Absences cause students to miss significant instruction and learning opportunities & places the student in jeopardy of consequences per the Student Code of Conduct. Failure to comply may result in dismissal from the program. Students cannot miss more than 5% of class time.

What certificates do students receive?
Technical Program Certificates are awarded to students who have successfully completed all the requirements of the program in which they have enrolled, which include meeting state mandated exit scores.

What happens if the Technical Program is not completed prior to high school graduation?
A student who does not complete his/her program during high school may return as an adult student and complete the program. Once enrolled as an adult, the student is responsible for tuition and fees. Financial Aid options are available for adult students.

What are the Exit Testing Requirements?

Any program over 450 hours students are required to meet these requirements. Scores are one of the assessments used as a counseling tool in evaluating a student's academic strengths and weaknesses which may affect success in his/her technical program. Students scoring within two grade levels of state mandated exit scores have a better opportunity to successfully meet the rigors of an TCTC technical program. Students scoring below levels of their mandated exit scores will be counseled and appropriate options for assistance will be determined. Scores are reviewed with the student to determine what type of academic intervention will be required so that the student is ready to meet the demands of their technical program of study as well as meeting the state mandated exit scores.

Does the school provide basic skills remediation to prepare students to meet the exit scores for their program of study?
Yes – Students will have the opportunity to register for instructional support to prepare them to retest to meet the program exit scores. This instructional support will be required and will be monitored by both the counselor and instructor. Teacher access, lab facilities and online options will be available. Students only need to retest in the area or areas they did not meet (Math, Reading and/or Language) and the required remediation will be focused to support their success.