

# ISSUING DUAL CREDIT

## A SUMMARY OF REQUIREMENTS FOR NEBRASKA ACCREDITED HIGH SCHOOLS

This document provides information to Nebraska high school officials who may be interested in providing courses that enable high school students to acquire simultaneously both high school and college credit.

### Definition of Dual Credit

As used herein, dual credit is academic credit awarded to high school students in either accredited or approved secondary schools both by the secondary school and a post-secondary school for essentially the same time and work requirements. Thus, students may simultaneously earn academic credit that may be applied both toward high school graduation requirements (or at least will be placed on their high school transcript), as well as applied toward graduation at post-secondary institutions (or at least will be placed on the post-secondary transcript).

### Requirements for *Offering* High School Credits or Courses

Nebraska statutes and regulations require that Nebraska K-12 schools meet the following requirements to provide appropriate educational experiences for their students:

- Courses must be taught by Nebraska certificated teachers (§79-802; Rule 10-003.01).
- Courses generating instructional units must appear on the high school schedule and must have at least one student who receives a grade for the course (Rule 10-002.06).
- In determining academic credit, high schools may award less credit than generated by instructional units, an equivalent number of credits to instructional units, or additional credit to a ratio of 1.25 to the instructional units generated (Rule 10-003.05).
- Thus, all courses or programs provided or arranged by the high school, as a part of the school's instructional program, must be taught by Nebraska teachers who hold the appropriate certificate or permit.

Cooperative arrangements with colleges or universities must observe the above requirements if the high school is to count the courses *as courses offered* by their school (See 10-004.04D). This is true whether the courses are:

- offered at the high school site or the college site,
- whether the courses are counted to meet the high school's minimum program offerings to meet accreditation requirements (10-004.04A), or
- whether the high school courses are over and above such requirements.

Colleges or universities must meet their own institutional requirements or those of their associations before granting post-secondary academic credit to high school students.

### Requirements for *Accepting* High School Credits or Courses

High schools may *recognize* or accept credit awarded to students by other institutions and may count such credit to *substitute* for courses offered and/or required by the local school. §79-729 permits the governing body to prescribe "specific graduation guidelines as long as such guidelines do not conflict with (the state requirements of) this section." High schools are advised to ensure they have board policies governing the criteria or guidelines for accepting or rejecting such credit to prevent their actions from being perceived as arbitrary or capricious.

## **Submission of the Dual Credit Form NDE 08-070 to the NDE (Accredited Schools)**

Non-public schools accredited under Rule 10 must submit a Dual Credit Form (NDE 08-070) to the NDE by February 28th of each school year if they intend to award dual credit for any of the high school courses listed on their master schedule and included in the total instructional units being used to meet the requirement of Rule 10. This form is located on the Accreditation page of the NDE website.

<https://www.education.ne.gov/apac/reports-and-forms/>

## **Resources**

**Rule 10** (*Regulations and Procedures for the Accreditation of Schools*) August 1, 2015

**Rule 21** (Regulations for the Issuance of Certificates and Permits to Teach, Provide Special Services, and Administer in Nebraska Schools) October 20, 2020

**Rule 24** (*Regulations for Certificate Endorsements*) March 6, 2020

Printed copies of rules may be viewed, printed, or downloaded from the NDE website: [www.education.ne.gov](http://www.education.ne.gov)

Office of Accreditation, Certification, and Approval  
P.O. Box 94987  
Lincoln, NE 68509-4987  
E-mail: [nde.accreditation@nebraska.gov](mailto:nde.accreditation@nebraska.gov)  
Website: [www.education.ne.gov/APAC](http://www.education.ne.gov/APAC)