

**ADDENDUM TO THE DUAL ENROLLMENT ARTICULATION AGREEMENT FOR 2023-2024  
BETWEEN  
POLK STATE COLLEGE AND  
HOME EDUCATION PROGRAMS IN POLK COUNTY**

This addendum is an extension of the Dual Enrollment Articulation Agreement between Polk State College (hereafter referred to as the “College”) and all home education programs in Polk County, as defined in Section 1002.41, *Florida Statutes*. Unless otherwise specifically noted, this addendum does not replace regulations outlined in the Dual Enrollment Agreement.

**Student Eligibility: Addendum to “A List of Any Additional Initial Student Eligibility Requirements for Participation in the Dual Enrollment Program”**

To participate in dual enrollment, an eligible home education student must:

1. Present evidence to the College that the home education program is in compliance with Section 1002.41, *Florida Statutes*. The home education program must be based in Florida and the student and home education provider must be physically located in Florida.
2. Meet the high school GPA requirements specified in the Dual Enrollment Agreement in one of the following ways:
  - a. The home education parent must attest that the student’s level of high school work is equivalent to the appropriate GPA requirement.
  - b. The home education student must score at the college level on the mathematics, English, and reading sections of the P.E.R.T.
3. Be responsible for his or her own transportation.
4. Meet the required minimum college GPA as specified in the Dual Enrollment Agreement in order to maintain eligibility.
5. Meet all other eligibility requirements as outlined in the Dual Enrollment Agreement.

**Instructional Materials: Addendum to: “A Funding Provision that Delineates Costs Incurred by Each Entity”**

The College will provide eligible home education students with the textbooks and instructional materials for the college-level courses in which they dual enroll. Textbooks and instructional materials include all textbooks, access codes, and other instructional materials that are required by the course professor and are listed on the course syllabus and marked as required in the College Bookstore. The College is not responsible for providing recommended materials or other supplies necessary for completing coursework.

Provided textbooks and instructional materials are the property of Polk State College and the College Bookstore and must be returned by the student to the College Bookstore at the end of the semester, as appropriate. Students who fail to return textbooks or instructional materials will be billed for the full cost of the textbook or instructional material. Students who have financial obligations to the College resulting from the failure to return textbooks or instructional materials will have a financial hold placed on their account, will have their registration canceled for the upcoming term, and will be barred from enrolling in future courses and requesting transcripts until the obligation is satisfied.

Eligible home education students should follow the process outlined below for obtaining required textbooks and instructional materials (course materials):

1. Course materials must be obtained from the Polk State College Bookstore on the campus on which the student is taking classes.

2. Course materials are available during the financial aid bookstore purchase period as specified on the Polk State College Academic Calendar. Academic Calendars are available online at - <https://www.polk.edu/academics/academic-calendars/>.
3. Students may obtain course materials on the business day following the day on which they enroll in the course for which they are obtaining materials.
4. Students must bring a printed copy of their course schedule to the Bookstore in order to receive course materials.
5. Students will be required to provide photo identification and a valid e-mail address in order to receive communication from the College Bookstore. Students should monitor the e-mail address provided to the Bookstore throughout the semester for communication regarding return dates.
6. Course materials must be returned to the College Bookstore by the specified date.
7. Students who fail to return course materials will have a financial hold placed on their account, will have their registration canceled for the upcoming term, and will be barred from enrolling in future courses and requesting transcripts until the obligation is satisfied.

### Execution of Agreement

This Addendum may be amended should State Board of Education Rules, Florida Statutes, or interpretations require such action.

This Addendum shall commence for the 2023-2024 school year and will be reviewed annually to consider revisions.

IN WITNESS WHEREOF, the parties hereto have caused this Addendum Agreement to be executed by the dates indicated below.

For the College:

By   
Greg Littleton, Chair, Board of Trustees

Approval Date \_\_\_\_\_

Attest   
Dr. Angela M. Garcia Falconetti, President

Approval Date \_\_\_\_\_