



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM

Peter Hans, President

19 November 2019

MEMORANDUM

- TO:** Members of the State Board of Community Colleges
Community College Presidents
Boards of Trustees Chairs
Community College Chief Academic Officers, Chief Admissions Officers, Basic Skills Directors, Business Officers, Continuing Education Officers, Chief Financial Officers, Financial Aid Officers, Public Information Officers, Registrars, Student Development Administrators, & Other Interested Parties
- FROM:** Jonathan R. Harris, *NCCCS General Counsel*
- RE:** **Amendment of 1D SBCCC 400.11 – Education Services through Career & College Promise (Curriculum)**

On 15 November 2019, the State Board of Community Colleges voted to amend **1D SBCCC 400.11 – Education Services through Career & College Promise (Curriculum)**. This amendment addresses a legislative change that allows 9th and 10th graders to enroll in Career and College Promise (CCP) CTE pathways in construction and business technologies.

The rule will be effective 1 December 2019. The new rule will be published on the NC Community College System's website, www.nccommunitycolleges.edu/sbcccode. For your convenience, a copy of the rule in its final form is attached to this memorandum. To see the changes made to the rule, click on the December 1, 2019 hyperlink found at the end of the attached rule.

**CC19-069
E-mail Copy**

Attachment



1 **State Board of Community Colleges Code**

2 **TITLE 1. COMMUNITY COLLEGES**

3
4 **CHAPTER D. EDUCATION PROGRAMS**

5
6 **SUBCHAPTER 400. CURRICULUM**

7
8 **1D SBCCC 400.11 Education Services through Career and College Promise**
9 **(Curriculum)**

10 The purpose of Career and College Promise is to offer structured opportunities for
11 qualified high school students to dually enroll in community college courses that provide
12 pathways that lead to a certificate, diploma, or degree as well as provide entry-level jobs
13 skills. Academic credits earned through Career and College Promise shall enable
14 students who continue into postsecondary education after graduating from high school to
15 complete a postsecondary credential in less time than would normally be required. All
16 previous high school transition programs, including Huskins, Concurrent Enrollment,
17 Cooperative and Innovative High Schools, Learn and Earn, and Learn and Earn Online
18 were consolidated and replaced by Career and College Promise. Career and College
19 Promise rules applicable to Workforce Continuing Education are provided in 1D SBCCC
20 300.4(c)(1)(D).

21 (a) The major purpose of community colleges is to serve students who have graduated
22 from high school or are beyond the compulsory age limit of the public school and have
23 left public school. However, a minor may seek admission to a community college
24 subject to the conditions in this Section.

25 (b) Career and College Promise is a dual enrollment program for eligible North Carolina
26 high school students. Community colleges may collaborate with local school
27 administrative units to offer courses through the following Career and College Promise
28 program pathways:

29 (1) A College Transfer Pathway approved by the State Board of Community Colleges
30 including transfer courses in English and mathematics;

- 1 (2) A Career and Technical Education Pathway leading to a certificate, diploma or
2 degree;
- 3 (3) Career and Technical Education – Workforce Continuing Education leading to a
4 State or industry recognized credential. CCP rules applicable to Workforce
5 Continuing Education are provided in 1D SBCCC 300.4(c)(1)(D).
- 6 (4) A Cooperative Innovative High School Pathway approved under Part 9 of Article
7 16 of Chapter 115D of the North Carolina General Statutes.
- 8 (c) All non-self-supporting curriculum courses taken by high school students at
9 community colleges in accordance with this Section are tuition-waived.
- 10 (d) High school students may not audit courses offered under the Career and College
11 Promise Program.
- 12 (e) High school students enrolled in a College Transfer Pathway or a Career and
13 Technical Education Pathway may not enroll in developmental education courses, but
14 may enroll in supplemental courses. For the purposes of this section, the phrase
15 “supplemental courses” shall have the same meaning as in 1D SBCCC 400.8(b)(1).
- 16 (f) A college shall submit a program of study for each Career and College Promise
17 program it plans to offer, to the North Carolina Community College System Office
18 using program codes provided by the North Carolina Community College System
19 Office.
- 20 (1) Career and Technical Education programs of study must be in compliance with the
21 State Board approved curriculum standard and must include a minimum of twelve
22 (12) semester hours of credit from core courses or consist of courses as listed in
23 the college’s catalog as a local, traditional certificate. General education courses
24 for career and technical education programs of study shall be directly related to
25 student success in the selected major. All courses in the program of study must
26 be required courses. Course options are prohibited.
- 27 (2) College Transfer Pathway programs of study shall be in compliance with the State
28 Board approved Associate in Arts, Associate in Engineering, Associate in Science,
29 Associate in Fine Arts in Visual Arts or Associate Degree Nursing Transfer
30 Pathways approved by the State Board of Community Colleges.

- 1 (3) Programs of study must be approved by the North Carolina Community College
2 System Office assigned Academic Programs staff before students can be enrolled.
- 3 (4) Within the Career and College Promise program of study, a college must verify its
4 capacity to teach all courses in the program of study.
- 5 (5) Career and College Promise Students may not be enrolled in the Associate in
6 General Education or General Occupational Technology programs with the
7 exception of the Associate in General Education in Nursing degree.
- 8 (6) Students enrolled in Adult Basic Education or Adult Secondary Education are not
9 eligible for Career and College Promise.
- 10 (g) High school students shall complete a college application, provide a high school
11 transcript which demonstrates eligibility to enroll in Career and College Promise as
12 outlined in 1D SBCCC 400.11(i), (j), or (k), and provide evidence of college readiness
13 as outlined in 1D SBCCC 400.11(k)(1) to be admitted into a Career and College
14 Promise transfer pathway. The student shall provide a copy of the high school
15 transcript or a copy of an assessment report from diagnostic assessment tests
16 approved by the State Board of Community Colleges verifying that the eligibility
17 requirements have been met. Colleges must verify eligibility prior to enrollment of the
18 student in the Career and College Promise Program. Colleges shall maintain
19 verification of student eligibility for a Career and College Promise pathway.
- 20 (h) Colleges shall assign student codes provided by the North Carolina Community
21 College System Office and shall update the student code to reflect when the student
22 transitions out of the Career and College Promise program and is no longer eligible to
23 participate in the program and receive a tuition waiver.
- 24 (i) Colleges must be in compliance with 1D SBCCC 400.96(a) regarding Level I
25 Instructional Service Agreements when providing courses (on-line or traditional) or
26 services to groups of Career and College Promise students outside of their service
27 area.
- 28 (j) High school graduation may not be delayed in order to continue a student's eligibility
29 for the Career and College Promise Program.
- 30 (k) College Transfer Pathway

- 1 (1) To be eligible for enrollment in a College Transfer Pathway, a high school student
2 must:
- 3 (A) Be a high school junior or senior as designated by the local educational agency;
4 and
- 5 (B) Have an unweighted high school GPA of 2.8; or
- 6 (C) Demonstrate college readiness in English, reading and mathematics by
7 meeting benchmarks on diagnostic assessment tests which have been
8 approved by the State Board of Community Colleges.
- 9 (2) To maintain eligibility for continued enrollment in the pathway, a student must:
- 10 (A) Continue to make progress toward high school graduation as outlined in G.S.
11 115C-105.35 and
- 12 (B) Maintain a 2.0 GPA in college coursework after completing two courses.
- 13 (3) A student who falls below a 2.0 GPA after completing two college courses will be
14 subject to the college's policy for satisfactory academic progress.
- 15 (4) A student may only enroll in one College Transfer Pathway program of study.
16 Course substitutions may be approved by the chief academic officer for individual
17 students. Course substitutions for individual students must be documented and
18 maintained on file.
- 19 (5) A student may change the student's pathway major with approval of the high
20 school principal or the high school principal's designee and the college's chief
21 student development administrator or the college's chief academic officer. The
22 college's chief student development administrator or the college's chief academic
23 officer shall approve a change in pathway based on verification that the program
24 change allows the student to meet their newly chosen career path.
- 25 (6) High school students in the CCP College Transfer Pathways must complete the
26 entire pathway before taking additional courses in the Associate degree with the
27 exception of mathematics courses.
- 28 (7) With approval of the high school principal or the high school principal's designee
29 and the college's chief student development administrator or the college's chief
30 academic officer, a student who completes a College Transfer Pathway, while still
31 enrolled in high school, may continue to earn college transfer credits leading to the

1 completion of the Associate in Arts, Associate in Science, Associate in
2 Engineering, Associate in Fine Arts in Visual Arts or Associate in General
3 Education Nursing degree.

4 (8) With approval of the high school principal or the high school principal's designee
5 and the college's chief student development administrator or the college's chief
6 academic officer, a student may enroll in both a College Transfer Pathway and a
7 Career Technical Education (CTE) pathway.

8 (9) A student may change the student's program of study major with approval of the
9 high school principal or the high school principal's designee and the college's chief
10 student development administrator or the college's chief academic officer. The
11 college's chief student development administrator or the college's chief academic
12 officer shall approve a change in pathway based on verification that the program
13 change allows the student to meet their newly chosen career path.

14 (10) The college may award the Associate in Arts, Associate in Science, Associate in
15 Engineering, Associate in Fine Arts, or Associate in General Education – Nursing
16 to the Career and College Promise student prior to high school graduation.

17 (11) Students pursuing credits beyond the initial transfer associate degree must
18 provide documentation of justification based upon career pathway needs or
19 transfer program requirements (i.e. bachelor degree plan published by the
20 university). The high school principal or the high school principal's designee and
21 the college's chief student development administrator or the college's chief
22 academic officer must approve prior to enrollment in credits beyond the initial
23 transfer program. Approval is contingent upon the student's documentation of
24 justification based upon career pathway needs or transfer program requirements.

25 (I) Career Technical Education Pathway (CTE) (Juniors and Seniors)

26 (1) To be eligible for enrollment, a high school student must:

27 (A) Be a high school junior or senior; and

28 (B) Have an unweighted GPA of 2.8 on high school courses; or

29 (C) Demonstrate college readiness in English, reading and mathematics by
30 meeting benchmarks on diagnostic assessment tests which have been
31 approved by the State Board of Community Colleges.

1 (D) Juniors or seniors who do not meet the eligibility requirements in 1D SBCCC
2 400.11(l)(1)(A) – (C) shall have the recommendation of the high school
3 principal or the high school principal's designee and the college's chief student
4 development administrator or the college's chief academic officer. A
5 recommendation is only allowed for entry into Career and College Promise
6 Career and Technical Education pathway that does not include Universal
7 General Education Transfer Component (UGETC) courses.

8 (2) College Career Technical Education courses may be used to provide partial or full
9 fulfillment of a four-unit high school career cluster. The college will grant articulated
10 credit to students based on the then-current local or state North Carolina High
11 School to Community College articulation agreement.

12 (3) To maintain eligibility for continued enrollment, a student must:

13 (A) Continue to make progress toward high school graduation as outlined in G.S.
14 115C-105.35, and

15 (B) Maintain a 2.0 in college coursework after completing two courses.

16 (4) A student who falls below a 2.0 GPA after completing two college courses will be
17 subject to the college's policy for satisfactory academic progress.

18 (5) Course substitutions may be approved by the chief academic officer for individual
19 students. The college will document course substitutions for individual students
20 and maintain those course substitutions in the student's file.

21 (6) With approval of the high school principal or the high school principal's designee
22 and the college's chief student development administrator or the college's chief
23 academic officer, a Career Technical Education Junior or Senior may concurrently
24 enroll in two Career and Technical Education Pathways or in one College Transfer
25 Pathway and one Career Technical Education Pathway.

26 (7) The student may change the student's pathway major with approval of the high
27 school principal or the high school principal's designee and the college's chief
28 student development administrator or the college's chief academic officer. The
29 college's chief student development administrator or the college's chief academic
30 officer shall approve a change in pathway based on verification that the program
31 change allows the student to meet their newly chosen career path.

1 (8) With approval of the high school principal or the high school principal's designee
2 and the college's chief student development administrator or the college's chief
3 academic officer, a student who completes the Career and Technical Education
4 certificate or diploma may continue in the same traditional associate in applied
5 science program as long as they are still eligible for the Career and College
6 Promise program. The high school principal or the high school principal's designee
7 and the college's chief student development administrator or the college's chief
8 academic officer must approve prior to enrollment in credits beyond the initial
9 Career and Technical Education program. Approval is contingent upon
10 documentation that the credits beyond the initial program allow the student to
11 support the student's chosen career path (i.e. a career pathway plan).

12 (9) The college may award the certificate, diploma, or degree to the Career and
13 College Promise student prior to high school graduation.

14 (m) Career Technical Education Pathway (Freshmen and Sophomores)

15 (1) Colleges may enroll eligible high school Freshman and Sophomores only in
16 industrial technologies (program code 50xxx), engineering technologies (program
17 code 40xxx), agriculture and natural resources (program code 15xxx),
18 transportation (program code 60xxx), construction (program code 35xxx), and
19 business technologies (program code 25xxx) certificate and diploma programs.

20 (2) Freshmen and Sophomores may not enroll in Career and Technical Education
21 pathways that include Universal General Education Transfer Component (UGETC)
22 courses.

23 (3) To be eligible for enrollment, a high school student must be a high school
24 Freshman or Sophomore. A Freshman or Sophomore must:

25 (A) Have passed Math I with a grade of "C" or better;

26 (B) Test college ready in mathematics as determined by the assessment given by
27 the North Carolina Department of Public Instruction;

28 (C) Test college ready in English and reading as determined by the assessment
29 given by the North Carolina Department of Public Instruction;

30 (D) Have received information outlining program requirements for completion of the
31 certificate or diploma; and

- 1 (E) Have the recommendation of the high school principal or the principal's
2 designee and the college's chief student development administrator or the
3 college's chief academic officer; or
- 4 (F) Demonstrate college readiness in English, reading and mathematics by
5 meeting benchmarks on diagnostic assessment tests which have been
6 approved by the State Board of Community Colleges and have the
7 recommendation of the high school principal or the high school principal's
8 designee and the college's chief student development administrator or the
9 college's chief academic officer.
- 10 (4) College Career Technical Education courses may be used to provide partial or full
11 fulfillment of a four-unit career cluster. The college will grant articulated credit to
12 the students based on the then-current local or state North Carolina High School
13 to Community College articulation agreement. To maintain eligibility for continued
14 enrollment, a student must:
- 15 (A) Continue to make progress toward high school graduation, and
16 (B) Maintain a 2.0 in college coursework after completing two college courses. A
17 student who falls below a 2.0 GPA after completing two college courses will be
18 subject to the college's policy for satisfactory academic progress.
- 19 (5) A student must enroll in one pathway and may not substitute courses in one
20 pathway for courses in another.
- 21 (A) The student may change the student's pathway major to another eligible
22 program of study with approval of the high school principal or the high school
23 principal's designee and the college's chief student development administrator
24 or the college's chief academic officer. The college's chief student
25 development administrator or the college's chief academic officer shall approve
26 a change in pathway based on verification that the program change allows the
27 student to meet their newly chosen career path.
- 28 (B) A student may concurrently enroll in two Career and Technical Education
29 Pathways in allowable program areas provided the exception has been
30 approved by the college's chief student development administrator or the
31 college's chief academic officer. The college's chief student development

1 administrator or the college's chief academic officer shall approve an exception
2 if concurrent pathways are aligned to the student's career pathway interest and
3 career goals.

4 (6) With approval of the high school principal or the high school principal's designee
5 and the college's chief student development administrator or the college's chief
6 academic officer, a student who completes a Career Technical Education pathway,
7 while still enrolled in high school may continue to earn college credits leading to
8 the completion of a higher level credential within the same program code. The
9 college's chief student development administrator or the college's chief academic
10 officer shall approve the continuation if the credential is in the same program code.

11 (7) With approval of the high school principal or the high school principal's designee
12 and the college's chief student development administrator or the college's chief
13 academic officer, a student who completes the Career and Technical Education
14 certificate or diploma may continue in the same traditional associate in applied
15 science program as long as they are still eligible for the Career and College
16 Promise program.

17 (8) The college may award the certificate, diploma, or degree to the Career and
18 College Promise student prior to high school graduation.

19 (9) The high school principal or the high school principal's designee and the college's
20 chief student development administrator or the college's chief academic officer
21 must approve prior to enrollment in credits beyond the initial Career and Technical
22 Education program. Approval is contingent upon documentation that the credits
23 beyond the initial program allow the student to support the student's chosen career
24 path (i.e. a career pathway plan).

25 (n) Cooperative Innovative High School Programs (CIHSP)

26 (1) Cooperative Innovative High School Programs are jointly established by local
27 boards of education and local boards of trustees.

28 (2) CIHSP enroll 100 or fewer students per grade level.

29 (3) Students enrolled in CIHSP have the opportunity to complete an associate degree
30 program, diploma, certificate, or earn up to two years of college credit while
31 completing a high school diploma within five years.

- 1 (4) A CIHS student may enroll in
2 (A) One College Transfer program of study;
3 (B) One College Transfer program of study and one Career and Technical
4 Education (CTE) program of study; or
5 (C) Two Career and Technical Education (CTE) programs of study.
- 6 (5) Students pursuing credits beyond the initial transfer associate degree must provide
7 documentation of justification based upon career pathway needs or transfer
8 program requirements (i.e. bachelor degree plan published by the University of
9 North Carolina). The high school principal or the high school principal's designee
10 and the college's chief student development administrator or the college's chief
11 academic officer must approve prior to enrollment in credits beyond the initial
12 transfer program of study. Approval is contingent upon documentation of
13 justification based upon career pathway needs or transfer program requirements
14 (i.e. bachelor degree plan published by the University of North Carolina).
- 15 (6) CIHSP are located on college campuses. A school shall obtain approval from the
16 State Board of Community Colleges for exceptions to this requirement. Exceptions
17 are based on local needs as outlined in the location waiver request. The approved
18 waiver shall be maintained locally for documentation. The State Board of
19 Community Colleges shall use the following factors to determine whether to
20 approve location waivers:
21 (A) Space availability;
22 (B) School capacity;
23 (C) Proximity to the student population;
24 (D) Suitable, available space with equipment specific to the curriculum; or
25 (E) Articulate, imminent, and significant health or safety concerns.
- 26 (7) Student eligibility requirements for CIHSP are determined locally.
- 27 (8) CIHS students may not audit courses.
- 28 (9) CIHS students may not enroll in developmental education courses, but may enroll
29 in supplemental courses.

1 (10) CIHS students may not be enrolled in the Associate in General Education or
2 General Occupational Technology programs with the exception of the Associate
3 in General Education in Nursing degree.

4 (11) Colleges may award the certificate, diploma, or degree prior to high school
5 graduation.

6

7 *History Note: Authority G.S. 115D-20(4);*

8 *Eff. [November 1, 2017](#).*

9 *Amended Eff. [June 1, 2019](#).*

10 *Temporary Amendment Eff. [August 20, 2019](#).*

11 *Amended Eff. [December 1, 2019](#).*