



North Carolina
Community College System

Adult High School Overview

May 26, 2022



Overview

By the end of this webinar, participants will be able to

- Recognize main components of the 2022 Adult High School Manual and know [where to find AHS resources](#)
- Describe the requirements for program implementation at your community college
- Compare your current program to the updated guidelines set forth in the implementation guide
- Propose changes to your AHS program that align with the 2022 AHS Implementation Guide
- Arrange for an updated copy of your college's Agreement of Affiliation to be submitted to the System Office by October 1, 2022





Purpose of Adult High School Program

- Supports the core purpose of WIOA-Title II - create a partnership to assist adults in attaining a secondary school diploma
- Offers adults and minors ages 16-17 an opportunity to earn an Adult High School diploma, issued in cooperation between the local boards of education and the community college trustees
- Guides participants mastery of required course standards
- Teaches curriculum that includes the development of career pathways, which provide access to employment and training services for students





Agreement of Affiliation

- Sets forth procedures for establishing a relationship between the local education agency and local community college
- At a minimum, this document must include
 - Signature LEA's Superintendent, Community College President, and Director or Coordinator of AHS Program
 - Total number and specifications of credits needed to graduate
 - Attestation that both parties have a copy of the current AHS Implementation Guide
 - Attribution of both parties assuring that the AHS diploma and transcript will represent the same appearance and quality as issues by the LEA



Agreement of Affiliation

The Agreement of Affiliation (AoA) must be reviewed, signed, and submitted to the System Office every even year (2022, 2024, etc.) on October 1st

Submit a **PDF version** of the Agreement of Affiliation to the CCR Moodle course

Copies of the signed AoA should be given to the cooperating Board of Education, Community College, and Board of Trustees





Serving Minors

- State regulations require that individuals under 18 years of age must provide proof of withdrawal from their last high school attended to enroll in Adult High School. Minors age 16 or 17 must provide two verification documents
 - Minor Release Form
 - Minor Applicant Notarized Petition



Program Cost – Possibilities

Here are a few of the cost to consider when planning for AHS

- Faculty/Instructor cost
- Textbook Cost
- On-line Learning Platform Cost
 - Deciding on the number of seats
 - Deciding on which program to use
- Hosting an on-campus learning lab





Eligible AHS Participants

- Individuals who:

- 1) Are 16 years of age or older;

- 2) Are not enrolled or required to be enrolled in secondary school under State law, and

- 3) Are basic skills deficient, do not have a secondary school diploma or its recognized equivalent and has not an equivalent level of education, or are English language learners



Incoming Transcript Evaluation

- An incoming student is required to provide an official high school transcript.
 - Official transcripts of high school courses may be accepted if the courses meet Future Ready Core graduation requirements.
 - Credits may be awarded for all previously earned high school courses with a grade of D or better.
- If no transcript is available, the student may be admitted as needing all credits required for graduation, unless otherwise noted.
 - Students with no previous HS experience must complete all HS credits as required upon initial admission into the program.



Initial Placement

- If the student's original enrollment for the reporting year is the AHS program, the student's initial placement is based on AHS Credits.
 - NC Threshold Policy:
 - Students entering below the 75% threshold are placed at ABE Level 5 (Adult Secondary Low - ASEL).
 - Students entering at or above the 75% threshold are placed at the ABE Level 6 (Adult Secondary High - ASEH).
- If the student's original enrollment for the reporting period is in a non-AHS program, the student's initial placement is based on NRS assessments.


**Students initially placed as AHS will neither have placement levels based upon assessments nor be awarded pre/post-test gains for that program year.





Maintenance of Permanent Records

The North Carolina Records Retention & Disposition Schedule for Colleges

3. CONTINUING EDUCATION RECORDS			
ITEM #	RECORDS SERIES TITLE	DISPOSITION INSTRUCTIONS	CITATION
1. 	ADULT HIGH SCHOOL DIPLOMA COURSE FILE Records concerning students enrolled in adult high school programs. File includes attendance, transcripts, and other related records.	Retain in office permanently.	Confidentiality: 20 USC § 1232g

3. Continuing Ed

- ✓ Records are permanent
- ✓ Records must be protected
- ✓ Records are subject to audit – NCCCS, DPI, LEA





AHS Transcripts

- Must be of same quality/appearance as the local LEA
 - Cannot be handwritten
 - Must bear college seal
 - Must provide transferred credits and credits earned in AHS program
 - Must provide grade point average (unweighted)



AHS Diplomas

- Must be of same quality/appearance as the local LEA
- Must display the Local College Name and the local Board of Education as the granting institutions
- Must Include these four signatures
 - Local College President
 - LEA Superintendent
 - Chairs of Board; LEA and local college
- Graduation Date does not have to match the LEA yearly graduation dates
- Sample included in the updated AHS Manual





Awarding Credit

- AHS Students must meet the same number of credits required for graduation by the NC Department of Public Instruction along with any additional requirements of the LEA that are documented in the AHS Affiliation Agreement.
- AHS students must follow the Future Ready Core Graduation Requirements
- Elective credit may be awarded from a variety of sources for which competencies can be documented and structured so that students develop a range of skills which qualify them to succeed in the labor market or to enter technical, vocational, or college transfer programs in the community colleges.
- Military Elective credit may be awarded for military experience as documented by Department of Defense Form 214.



Awarding Credit

- The AHS program does not offer advanced placement (AP) or honors courses
- The Occupational Course of Study Pathway is not available in the AHS program
- Local community colleges may permit a student to prove mastery of a core course through challenge testing.
 - Applies to core courses only
 - Must measure demonstrated mastery of course competencies
 - Minimum passing grade of 80/B is required for demonstrating mastery
 - Grade earned on the challenge test may be used as the assigned grade for the core course
 - A maximum of two courses may be challenged for core credits



Awarding Credit

- Biology, Chemistry and other Laboratory Course labs are optional
 - Local community colleges and local educational agencies may enter into cooperative agreements to use public school laboratory science facilities
 - Virtual labs or lab simulations are available for most courses
- Credit is based on mastery of established competencies rather than on a certain number of instructional hours
- North Carolina mathematics graduation requirements are in Attachment B. AHS students should meet, at a minimum, the requirements to enter directly into a career after high school.



Occupational Course of Study Transfer Credits

- The OCS pathway is not available in the AHS program, but OCS students may participate in the AHS program.
- Transferable credits include all future-ready North Carolina Standard Course of Study credits. See attachments A & B, pages 20-26 in the implementation guide.
- Other OCS non future-ready credits are transferable in the AHS program as elective credits



Common Grading System

- As of January 1, 2016, all adult high school programs implemented the 10-point grading scale.
- Traditional letter grades shall be assigned by the local community college where the student has taken or is given credit for course work in the Adult High School diploma program.



Future-Ready Core Graduation Requirements

- All public high school students must meet minimum state graduation requirements to earn a diploma. These graduation requirements are considered the Future-Ready Course of Study (FRC) and can be found at <https://www.dpi.nc.gov/districts-schools/high-school-graduation-requirements> .
- All students must earn at least 22 credits in the Future-Ready Course of Study to graduate from high school.
- Although the state requires a designated number of courses and credits for students to graduate high school, local school districts and other public school units may require additional courses and credits to graduate. This should be noted in your Agreement of Affiliation.





Current Requirements

For students entering 9 th grade 2014-2019	For students entering 9 th grade 2020-2022
4 English courses (English 1, 2, 3, and 4)	4 English courses (English 1, 2, 3, and 4)
3 science courses: biology, physical, and earth/environmental	3 science courses: biology, physical, and earth/environmental
4 math courses: Math 1, 2, and 3, plus a 4 th math aligned to the student's postsecondary plans	4 math courses: Math 1, 2, and 3, plus a 4 th math aligned to the student's postsecondary plans
4 history courses: Civics, World History, American History 1 & 2	4 social studies courses: Civic Literacy, Economics and Personal Finance, American History, World History
Health/PE	Health/PE
6 electives	6 electives

Note: A student may complete the graduating requirements of their graduating class if enrolled in an NC high school within the past five years.



Earning a Measurable Skill Gain (MSG)

AHS Students at ABE Level 5 or 6 may earn Measurable Skill Gains by the following methods:

- AHS Credit - Once the student reaches the 75% threshold through AHS credit(s) attainment, the student is awarded an MSG and advances to the ASE Level 6 (ASEH)
- AHS Diploma
- HSE Credential
- Exit Adult Education program, then enter Post-Secondary

Please note: For a student to achieve an automatic level gain based on AHS credits, the information must be entered correctly and updated each program year.





Curriculum Standards

- AHS curriculum shall be competency-based, consisting of the core and elective credits required for high school graduation
- While the Standard Course of Study is set by the State, local community colleges will utilize the [North Carolina Adult Education Content Standards](#) for developing curriculum materials used for instruction



Basic Skills Plus and Continuing Education

- AHS students may enroll in Basic Skills Plus, which provides structured pathways and is tuition free for eligible students
- AHS students may enroll in continuing education courses, outside of Basic Skills Plus, that are identified as eligible for Title II post-secondary transition. Eligible continuing education courses should be credited as electives

Adult High School (AHS)

The Adult High School program is offered cooperatively with a local public school system to offer adults an opportunity to earn an Adult High School (AHS) diploma through a curriculum of instruction that aligns with adult education and literacy activities and other core programs and one-stop partners. The curriculum includes the development of career pathways which provide access to employment and training services for students in the Adult High School program. Course and graduation requirements are in alignment with the standards established by the State Board of Education, the local education agency, and the local community college. The AHS diploma is issued in cooperation between the local boards of education and community college trustees with appropriate signatures representing both educational systems. Adult High School records and transcripts are maintained and issued by the community college where the AHS diploma was awarded.

Required Credits

Colleges must offer at least the [minimum number of credits required for graduation](#) by the North Carolina Department of Public Instruction.

[Agreement of Affiliation Template](#)

[2021 AHS Implementation Guide Updated on 7-1-21](#)

[AHS Transcript Template 2021-2022 with GPA Excluding S \(Updated Nov 30, 2021\)](#)

Explore NCCCS AHS Programs

- Alamance Community College
- Alamance Community College
 - Asheville-Buncombe Technical Community College
 - Bladen Community College
 - Blue Ridge Community College
 - Brunswick Community College
 - Caldwell Community College and Technical Institute
 - Cape Fear Community College
 - Carteret Community College
 - Catawba Valley Community College
 - Central Carolina Community College
 - Central Piedmont Community College
 - Cleveland Community College
 - Coastal Carolina Community College
 - College of The Albemarle
 - Craven Community College
 - Davidson County Community College
 - Durham Technical Community College
 - Edgecombe Community College
 - Fayetteville Technical Community College
 - Forsyth Technical Community College



Thank you!

Committee Member	Community College
Debbie Woodard	Wilkes Community College
Anita Green	Central Carolina Community College
Sherri Trotter	Davidson-Davie Community College
Sissy Grubbs	Pitt Community College
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Questions?

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Thank You!

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