

## INSTRUCTION

File: IGBI-R

### ADVANCED PLACEMENT CLASSES

1. Students and their parents shall be notified of the availability of dual enrollment, Advanced Placement classes and Academic Year Governor's School Programs, the qualifications for enrolling in such classes and programs, and the availability of financial assistance for low-income students to take the Advanced Placement exam.
2. Students and their parents shall also be notified regarding the program with Piedmont Virginia Community College to enable students to complete an associate's degree or a one-year Uniform Certificate of General Students concurrent with a high school diploma and eligibility for course offerings at the University of Virginia for students who have successfully completed all courses in the high school program of studies in a particular content area.
2. This notice shall be provided by the student's counselor annually during class registration for the following year and at the beginning of the school year for any student may qualify for the courses.
3. The student's school counselor shall also notify students and parents of the eligibility for course offerings institutions of higher learning for students who have successfully completed all courses in the high school program of studies in a particular content area.
4. The counselor shall assist the student in the application and financial assistance process for courses at institutions of higher learning.
5. If a student has completed all course options through Charlottesville City Schools in a particular content area and decides to take additional courses at an institution of higher learning, the student must apply to the principal for any financial assistance for the cost of the course.
6. If approved, the school division will pay an amount up to the per credit hour amount of community college courses.
7. The student shall be responsible for the remaining tuition costs and for any associated textbook fees.
8. Information regarding this procedure will be included in the Program of Study and in the Counseling office at Charlottesville High School.

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Legal Reference: Code of Virginia, 1950, as amended, section 22.1-253.13:1(D9)

Cross Reference: LEB Advanced/Alternative Courses for Credit