

Concurrent Enrollment – Front Range Community College

THANK YOU for your role in supporting Front Range Community College (FRCC) and students' opportunities to begin college coursework while in high school.

Implementing classes at high schools:

The following expectations have been developed to facilitate engagement between the instructor and the college, and to ensure college standards are being met when classes are offered at high school sites.

Course Expectations:

- Courses must meet the Colorado Community College System (CCCS) standards and competencies. (<https://www.cccs.edu/education-services/common-course-numbering-system/>)
- Courses must meet CCCS Statement of Standards for concurrent enrollment courses. (<https://www.cccs.edu/education-services/concurrent-enrollment/>)
- Courses must meet Front Range Community College and academic department standards.
- Courses must meet all Front Range Community College standards for Student Learning Outcomes as implemented.

Instructor Expectations:

- Instructors must meet all FRCC qualifications to teach FRCC classes.
- Instructors will complete a job application and all required paperwork for employment.
- Instructors will meet the course expectations as outlined above.
- Instructors will remain connected with the college, College Now program, and academic department for meetings, trainings, and other professional development as communicated.
 - NOTE: This includes attending campus inservice/department meetings at the beginning of each semester. High school instructors teaching for the first time are also asked to attend a New Instructor Orientation prior to teaching FRCC classes.
- Instructors will be observed by FRCC faculty in their first semester teaching for FRCC and thereafter as determined by the department.
- Instructors will have a syllabus that includes all required FRCC information per FRCC syllabi standards, and will file that syllabus with the academic department at the start of each semester.
- Instructors will develop and maintain a Desire2Learn course shell in accordance with FRCC policy.
 - Minimum information includes posting a syllabus and grades (1/3 of way through class, then regularly after)

