

**STATEWIDE INTERINSTITUTIONAL ARTICULATION AGREEMENT**  
*for*  
**UNIVERSITY OF FLORIDA STUDENT SCIENCE TRAINING PROGRAM**

**1- INTRO**

*Agreement between the University of Florida and the Florida Department of Education, is entered into for the purpose of enhancing learning opportunities for qualified high school students who are invited to attend the University of Florida Student Science Training Program and are attending high school in the state of Florida.*

*This agreement shall be effective from the date of its execution and signature by all parties and shall be automatically continued from year to year unless the agreement is terminated by either party upon thirty days written notice, provided that such termination shall not affect the duties and rights of either party under this agreement with regard to a dual credit enrollment student from the state of Florida currently enrolled in a course as a part of the University of Florida Student Science Training Program. Termination notices must be sent by certified or registered U.S. Mail, return receipt, and shall be deemed duly given and made when received, or five days after being made, whichever is earlier.*

**2- DESCRIPTION OF PROGRAM**

**A. NATURE OF PROGRAM** –*Rising 11<sup>th</sup> and 12<sup>th</sup> grade students are considered for participation in the UF Student Science Training Program if they demonstrate a high level of achievement in academics with particular emphasis on science and mathematics. Selected students must demonstrate excellence in the most rigorous curriculum offered by his/her high school. The SSTP requires focus and maturity. Participants shall complete 28 hours of laboratory research each week for seven weeks. Each participant shall attend morning lectures and meetings. Each participant shall attend IDH Honors seminars two times a week regardless of status as dual enrollment student.*

**B. JUSTIFICATION FOR STATEWIDE APPROVAL** –*The UF Student Science Training Program statewide approval for dual enrollment allows student participants to receive college and high school credit for work they are required to complete regardless of dual enrollment status. Student participants from the state of Florida who wish to receive dual enrollment credit shall not be required to adhere to the specific and unique regulations set forth in existing general agreements with each individual county thus eliminating any conflict between agreements already set forth with regional community colleges.*

**3- COURSES**

**A. HIGH SCHOOL SUBJECT AREA APPLIED TO** – *IDH 2931 shall satisfy a three credit elective at the University of Florida. The IDH 3931 shall satisfy a 3 credit 6000 word Gordon Rule requirement at the University of Florida. Upon completion of the SSTP dual enrollment courses the high school dual enrollment student shall receive .5 elective credits toward high school graduation for each dual enrollment course (maximum of two courses for a total of 1 elective point toward high school graduation*

and maximum six credits toward college degree during the SSTP). Student readiness to write on a college level shall be assessed in three parts.

1. Application screening - students are required to submit three short essays as an application component. Each essay is approximately 250 words. Essays are reviewed in the selection process for content, grammar, sentence structure and spelling.

2. SAT Verbal cut score 440, ACT English cut score 17 or CPT Sentence cut score 83. Standardized test score are not a requirement for students to participate in the Student Science Training Program nor are scores from the standardized tests a requirement to receive dual enrollment credit from the University of Florida. However, if test scores are available and included in the SSTP application scores shall be reviewed to ensure the student has met or exceeded the Florida Department of Education cut scores for SAT Verbal, ACT English and CPT Sentence.

3. Guidance counselor recommendation/screening for student ability as indicated by consent on the dual enrollment application. In the case that a guidance counselor does not endorse an SSTP participant to participate in dual enrollment and the student contests the guidance counselor's decision, SAT Verbal, ACT English or CPT Sentence scores shall be required to determine student readiness to receive college credit for the IDH 3931.

**B. UF ADVISING ROLE** –The University of Florida shall make available but not mandatory academic advising to SSTP student participants through the Honors Department.

#### **4-NOTIFICATION OF PARTICIPATION AND OPPORTUNITIES**

##### **A. NOTIFICATION PROCESS**

**1. INITIAL MAILING** – Students selected to participate in UF-SSTP shall be sent notification of the option to dual enroll separate from, but immediately following a program acceptance packet. All participants will be mailed an initial notification by the first day of summer A term.

**2. SSTP ORIENTATION PRESENTATION** – A dual enrollment informational presentation is made to parents and students at the SSTP orientation. The Dual Enrollment Coordinator shall be present to provide information and answer questions.

**3. STUDENT ORIENTATION** – A second dual enrollment presentation will be made during a prescheduled student meeting period the second Tuesday from the start of the SSTP.

**4. DEADLINE** – The deadline to complete and submit required paperwork shall coincide with the first day of the drop/add period of summer B term.

#### **5- AGREEMENT OF STUDENT/PARENT TO PARTICIPATE IN DE**

**A. FORMS** - student and parent shall be required to complete an application for dual enrollment, an immunization form and Non-degree and residency classification form (for registration coding purposes).

##### **B. DEADLINES**

**1. SUBMISSION OF FORMS** – All of the forms listed in paragraph 5, part A shall be completed and submitted prior to the first day of the beginning of the SSTP.

**2. CONFIRMATION/FINAL CHANCE** – *The student shall be asked to provide final written confirmation of participation in dual enrollment on the second Tuesday of the SSTP after which point the UF Honors Department and UF Registrar will register the student for the courses.*

**3. DEADLINES COINCIDE WITH SCHOOL TERM** – *The registration process is coordinated with the summer B drop/add period.*

**C. GUIDANCE COUNSELOR SIGNATURE** – *Students must receive signature from high school guidance counselor on the application for dual enrollment. High school guidance counselor must meet with potential dual enrollment student and advise the student eligible to dual enroll through the SSTP.*

**D. REGISTRATION** – *The UF-Honors Department shall satisfy the role of UF-academic advising to SSTP dual enrollment students. The UF-Honors Department shall be responsible for registering each dual enrollment student for SSTP, dual enrollment courses IDH 2931 and/or IDH 3931. The UF-Registrar dual enrollment representative shall be responsible for coding the student in the NERDC system.*

**E. HOW STUDENTS RECEIVE GRADES IN EACH COURSE**

**1. OFFICIAL TRANSCRIPT TO SCHOOL AND STUDENT –**

**A. IDH 3931**

*Grades for the IDH 3931 course are assigned and submitted by the faculty research mentor in whose laboratory the student is participating in research. The faculty research mentor shall meet with the SSTP counselor staff to provide formal assessment of student's progress and performance four times over the course of the seven week program. The faculty researcher shall be responsible for evaluating the dual enrollment student on ability to follow direction, level of effort, attendance, and independent thinking and inquiry of the research, research paper, oral presentation and poster presentation.*

**B. IDH 2931**

*Grades for the IDH 2931 are assigned by Dr. Mary Jo Koroly based on the IDH leader's (advanced level Graduate Assistants selected by application) observation and evaluation of each student assigned to their section. There are eight sections of the IDH 2931 course. The student is graded based upon class participation, quizzes, tests and presentations. Students in each of the eight sections shall be provided with a section syllabus prior to being required to make a final decision regarding dual enrollment. Final grades are submitted by Dr. Mary Jo Koroly, Research Associate Professor Department of Biochemistry and Molecular Biology, College of Medicine and Director of the Center for Precollegiate Education and Training. Dual Enrollment students have access to grades via ISIS. Each student shall receive an official UF transcript directly from the Office of the Registrar. Each dual enrollment student's high school guidance counselor shall receive an official transcript for the student's permanent file.*

**6- ELIGIBILITY**

**A. STATE STANDARDS VS UF STANDARDS MUST BE ADDRESSED –**

*The University of Florida does not require minimum standardized test scores. The CPT is not required by the University of Florida for dual enrollment students. SSTP Dual Enrollment students at the University of Florida must satisfy a 3.00 GPA.*

**B. INCLUDE CRITERIA FOR SELECTION** – *Applicants are evaluated on strength of teacher recommendations, high school academic performance with particular attention paid to science, math and strength of courses, essay questions, honor and achievements and activities. Students are admitted on a rolling admission basis.*

## **7- ACADEMIC AND BEHAVIORAL MONITORING OF ENROLLED STUDENT**

### **A. CODE OF CONDUCT FOR IDH 2931, IDH 3931 AND PROGRAM**

**1. BEHAVIORIAL** – *SSTP students and parents receive written and verbal presentation of behavioral requirements while attending SSTP. Students establish agreed upon additional behavioral guidelines to promote a cooperative and supportive living environment in the residence hall. SSTP participants receive warning from floor counselors if they are in violation of the behavioral code. If a violation threatens the safety of self and/or others or the integrity of the program is compromised, then the incident is taken under consideration by the program director and parents are contacted. The student may be addressed by the department director. If behavioral violations continue the student shall be dismissed from the program.*

**2. ACADEMIC REQUIREMENTS** – *If the student chooses to leave the program or is asked to leave the program, the student will be presented with dual enrollment options. If withdrawal or removal from the program occurs before the final withdrawal date, the student may exercise the option to withdraw from the course. The student shall be advised of the options and consequences related to each.*

*It is the responsibility of the student to gauge personal performance in the dual enrollment courses and evaluate whether performance is congruent with personal expectations. The program director, department director, counselor staff and IDH instructors shall provide regular, structured feedback to assist the student in making the decision to withdraw from one or both of the courses. The student may seek out advising at any point during the program. Students are expected to adhere to the University of Florida Honor Code. Violations of the honor code are not permitted.*

**C. CODE OF CONDUCT FOR THE PROGRAM** – *Students shall not be permitted to obtain rides from persons not authorized by parent signed affidavit. Students shall be required to heed predetermined curfew every night of the week and on weekends. Students shall be required to attend all scheduled activities and report illness and/or injury to a counselor. Students shall be expected to follow residence hall rules as they are established for personal safety and out of respect for other residential programs that use the residence halls during the same time.*

## **8- INSTRUCTORS FOR COURSES**

### **A. RESEARCH CREDITS**

#### **1. UF RESEARCHERS – IDH 3931 INSTRUCTORS**

*UF Faculty research mentors are also referred to as laboratory hosts. All laboratory hosts shall contribute to the selection of the SSTP student(s) that participate in their research. All faculty research mentors are properly credentialed to instruct courses and assign grades at the University of Florida. If a student must be removed from the guidance and instruction of the faculty research mentor they were originally assigned to, they shall be placed into another equally qualified laboratory at UF.*

## **SEMINAR CREDITS – IDH 2931 INSTRUCTOR MARY JO KOROLY, Ph.D.**

1. *Mary Jo Koroly, Ph.D. – University of Florida, Research Associate Professor Department of Biochemistry and Molecular Biology and Director of the Center for Precollegiate Education and Training shall be the instructor of the IDH 2931 course. In the instance that Mary Jo Koroly, Ph.D. no longer instructs the IDH 2931 course and adequate notice is available the statewide IAA will be revised to reflect the change in instructor. The instructor elect shall be properly credentialed to oversee all eight sections of the IDH 2931, manage graduate student section leaders and assign grades according to the guidelines and standards of the Florida Department of Education and the University of Florida.*

### **2. RECRUITMENT OF GRADUATE STUDENT TO INTERDISCIPLINARY HONORS SEMINAR LEADER**

*Graduate students recruited by Dr. Mary Jo Koroly from College of Medicine, College of Engineering, College of Liberal Arts and Science and the College of Agriculture and Life Science.*

### **3. CRITERIA FOR SUBJECT AREA**

*Graduate student teaching assistants are chosen to lead an IDH section based on faculty advisor recommendation, topic proposal and interview with Dr. Mary Jo Koroly. Graduate student teaching shall be chosen to lead IDH sections within their specific area of study and demonstrated expertise.*

## **9- TEXTBOOK PROVISIONS (COUNTY LEVEL) AND STUDENTS WITH DISABILITIES ACCOMODATIONS**

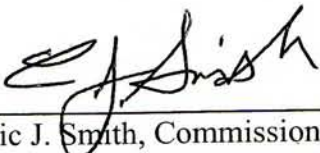
**A. BOOK REQUIREMENTS FOR THE PROGRAM – THE SCHOOL IS RESPONSIBLE FINANCIALLY.** – *No book requirements exist for SSTP. Supplemental materials may be distributed during IDH seminar. No expense is assessed to the student, school or school district.*

**B. DOC REQS AND CRITERIA USED TO DETERMINE NEED FOR ACCOMMODATIONS (K12 OR POSTSECONDARY) – UF does not accept Individual Education Plans (IEPs) as proof of documentation for ADA purposes. IEPs are not applicable in the post-secondary education context. Rather traditional UF dual enrollment students shall be required to provide appropriate medical documentation and register with the UF Disability Resource Center. UF can only agree to make arrangements to accommodate the student ESE accommodations as determined by the documented diagnosis of an appropriate medical professional. UF cannot agree to cover the cost of such accommodations unless the county provides funding to UF.**


**ALL NOTICES FORMS AND OTHER COMMUNICATIONS HEREUNDER  
SHALL BE MAILED OR DELIVERED TO:**

<b>FLORIDA DEPARTMENT OF EDUCATION:</b> Heather R. Sherry, Ph.D. Director, Office of Articulation Florida Department of Education 325 West Gaines St., Suite 1401 Turlington Bldg. Tallahassee, FL 32399-0400	<b>UNIVERSITY OF FLORIDA:</b> Mary Jo Koroly, Ph.D., Director Center for Precollegiate Education and Training PO Box 112010 334 Yon Hall Gainesville, FL 32611-2010
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**APPROVAL SIGNATURES:**

  
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Dr. Eric J. Smith, Commissioner  
Florida Department of Education

4/9/08  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Dr. Mary Jo Koroly, Director  
Center for Precollegiate Education & Training  
University of Florida

4/19/08  
\_\_\_\_\_  
Date

***Honors Seminar in Scientific Inquiry***  
***Interdisciplinary Honors Seminar (IDH 2931)***  
**GENERAL DESCRIPTION**

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In order to receive three high school/college credit for this honors course, dual credit enrollment students must complete a minimum of three hours of seminar work per week. This requirement will be met by attendance at seminars on Tuesday and Thursday evenings from 6:15 PM to 7:45 PM.

**Dual Credit Enrollment (DCE) in IDH 2931**

Small groups will be led by graduate or medical students. Leaders will present a topic that teaches students the basics in that subject area. Students will research one aspect of the topic, as assigned by the leaders, and discuss the findings with the seminar group. Each DCE student in the group is required to give a scientific presentation based on current literature focused on his or her topic. Each student must also write an essay (two page minimum) highlighting the knowledge attained through the research.

**Purpose**

The purpose of IDH-2931 is to teach the participants how to perform and communicate extensive journal research. Strong emphasis is placed on the understanding of in-depth scientific research and analytical processes. Upon completion of this seminar course, the student should be able to perform background literature research in complicated scientific areas and to discuss his or her understanding of the information in detail.

**Schedule Breakdown**

**Week 1:** Topic presentation by professional students. Subtopics assigned to participants  
**Week 2:** Further discussion of main topic. Assessment of assigned subtopics  
**Week 3:** Presentation and discussion of articles  
**Week 4:** Presentation and discussion of articles  
**Week 5:** Presentation and discussion of articles  
**Week 6:** Presentation and discussion of articles.  
**End of Week 6: Essay due** (two pages, word processed)

**Grading**

The grades will be determined by attendance, and completion of and level of performance in the following:

1. Essay
2. Presentation
3. Participation
4. Student effort
5. Quizzes

***Independent Laboratory Research***  
***Interdisciplinary Honors Seminar (IDH 3931)***  
**GENERAL DESCRIPTION**

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In order to receive three high school/college credit for this honors course, dual credit enrollment students must complete a minimum of 28 hours of laboratory research per week. This requirement will be met by attendance at the student's assigned laboratory from 9:30 AM to 5:00 PM Monday - Thurs and 9:30 AM to 12:00 PM on Fridays.

**Dual Credit Enrollment (DCE) in IDH 3931**

Independent Laboratory Research (IDH 3931) provides students with the opportunity to gain hands-on research experience supervised by University of Florida research faculty. Students are introduced to current research techniques and laboratory safety. They learn how to conduct background research, develop hypotheses, perform research in a controlled environment, and learn how to use state-of-the-art scientific equipment. Each student is required to give mid-term and final oral presentations on his/her research topic, plus complete a research prospectus, abstract, research poster and final research paper.

**Schedule Breakdown**

- Week 1:** Introduction to laboratory research and safety, lab logs, background research  
**Week 2:** Lab experiences discussion, workshop on abstract, research outline  
**Week 3:** Drafts of prospectus and reference list due, workshop on research papers, research poster discussion, midterm orals discussion, lab logs due  
**Week 4:** Drafts of introduction and research paper due, materials and methods discussion  
**Week 5:** Results/Conclusion discussion, research poster due, lab logs due  
**Week 6:** Final Orals discussion, research paper revisions  
**Week 7:** Final Orals practice, lab logs due, Final Orals

**Grading**

The grades will be determined by attendance, and completion of and level of performance in the following:

1. Research Prospectus
2. Research Abstract
3. Research Paper
4. Research Poster
5. Mid-Term and Final Oral Presentations
6. Attendance