

BROWARD TECHNICAL COLLEGES



CAREER DUAL ENROLLMENT (CDE) 2026-2027



Stay Connected

Note: Course offerings at each technical college vary. Please visit the Career Dual Enrollment website of each technical college for more information:
AtlanticTechnicalCollege.edu/career-dual-enrollment/
McFatterTechnicalCollege.edu/career-dual-enrollment/
SheridanTechnicalCollege.edu/career-dual-enrollment/

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BROWARD TECHNICAL COLLEGES CAREER DUAL ENROLLMENT ADMISSIONS PROCESS - FAQ's

What is Career Dual Enrollment?

Career Dual Enrollment is an option for high school students to enroll in postsecondary courses earning credit toward both high school graduation and a career and technical program certificate. Students receive two additional quality points on their weighted GPA for every course taken within the program that is completed with a grade of "C" or better.

How can a student begin the Career Dual Enrollment Process? Students can enroll at the beginning of their junior year (minimum 16 years old). Students that enroll in their senior year will be limited on program choice and may not be able to complete a program as a high school student. Opportunity to complete as an adult student is available.

- Complete the Broward Technical College Career Dual Enrollment Application electronically - **printed applications will not be accepted.**
- Print a copy of the completed application, obtain appropriate signatures
- Submit the application to the school counselor
- The counselor will submit the application to Sheridan via email or pony - **applications sent by students will not be accepted**
 - Email applications to dianne.cariello@browardschools.com
 - A member of Sheridan's Career Dual Enrollment department will contact the student and parent **via email** with the next steps in the process.

What is the Basic Skills Test?

It is a state-regulated assessment of basic skills in Math, Reading and Language. Students must take the test at Sheridan, free of charge. All students entering a technical program of study must sit for the test. Students with an active 504 Plan or IEP must ensure that the plan is sent with the application in order to request testing accommodations. Contact your current high school ESE Specialist or support facilitator for further assistance.

Scores are used as a counseling tool in evaluating a student's academic strengths and weaknesses which may affect success in their technical program. Students scoring within two grade levels of state mandated exit scores have a better opportunity to

successfully meet the rigors of a BTC technical program. Students scoring within two grade levels of their mandated exit scores will be counseled and appropriate options for assistance will be determined. Scores are reviewed with the student to determine what type of academic intervention will be required so that the student is ready to meet the demands of their Technical Program of study as well as meeting the state mandated exit scores.

What are the entry requirements to be Career Dual Enrolled?

Career Dual Enrollment entry requirements are met when:

- A student has completed a minimum of 11 high school credits
- A student has met the minimum 2.0 unweighted grade point average (GPA)
- A student has sat for the Basic Skills test. Tests are scheduled with the CDE department.
- **A student is on track for graduation:** ALL EOCs and FAST tests have been passed
- **Note:** If summer scores determine that the student has not met the above requirement, they will be ineligible for participation

What are the expectations to maintain Career Dual Enrollment?

- A student maintains a minimum 2.0 unweighted grade point average at the current high school as well as a 2.0 unweighted GPA in each of their technical program courses
- A student has maintained satisfactory progress towards program completion
- A student complies with SBBC Attendance Policy 5.5 and the Student Code of Conduct Handbook while enrolled in a BTC technical program
- **NOTE: Suspension at the high school will result in automatic withdrawal from Sheridan Technical College**

What documentation must be sent for students with disabilities?

- If a student has a 504 or an IEP, this must be checked on the application.
- **The counselor must send a copy of the 504 or IEP with the application.**
- A staffing may be requested between Sheridan and the home high school, prior to confirmation of enrollment.
- The home high school is responsible for sending revised plans.

What are Technical Program completion requirements for Career Dual Enrollment?

Technical Program completion requirements are met when:

- A student has met the mandated exit scores or an approved alternative assessment in order to receive a program technical certificate. (If Basic Skills scores are not met upon completion of the program, the student will not receive a technical program certificate, but will receive course grades and credits)
- A student has passed all coursework within the BTC technical program with a C or better

Do Career Dual Enrolled students earn high school credit?

Yes – Students receive one (1) credit per three (3) hour block every nine (9) weeks. Students have the opportunity to earn four (4) credits per year/part time or eight (8) credits per year/full time. These credits apply toward graduation requirements.

Can students earn college credit?

Some programs allow the student to earn state college credit. For more information, see a Technical College program counselor.



Are there any fees for Career Dual Enrolled students?

Broward County Public School high school students are provided tuition, text books, and one uniform (if required) free of charge. Some programs may incur costs not covered by the School District. Please see your Technical College guidance counselor for more information.

Is transportation available?

The address on the Career Dual Enrollment application must match the information on record at the current high school. Please verify the accuracy of the home address with the current school guidance counselor. **Charter, Home, and/or Private school students must provide their own transportation.** If you have transportation questions, please contact Dianne Cariello at dianne.cariello@browardschools.com

(All students must reside in Broward County. The current high school and home address must be south of Sunrise Blvd. for Sheridan and McFatter applicants and north of Sunrise Blvd. for Atlantic applicants.)

Is there an attendance policy?

In accordance with Florida Statute 1003.24, a child's attendance in school is the responsibility of the parent or legal guardian. Absences cause students to miss significant instruction and learning opportunities. Non-attendance places the student in jeopardy of consequences per SBBC Policy 5.5 and the Student Code of Conduct Handbook. **Six (6) or more absences in a marking period may result in dismissal from the program.** According to SBBC Policy, parents must report the absence of a high school student to **both** schools by telephone or written note within two days following the absence.



What certificates do students receive?

Technical Program Certificates are awarded to students who have successfully completed all of the requirements of the program in which they have enrolled, which include meeting state mandated Basic Skills exit scores. Broward County Public Schools provide an opportunity for licensure or industry certification. Please see the Technical College counselor for specific Program information.

What happens if the Technical Program is not completed prior to high school graduation?

Students who do not complete their program during high school may return as an adult and complete the program. Once enrolled as an adult, all enrollment/financial criteria will apply.

Please note, students who are interested in starting a program in their senior year, may be limited in Technical Program options/choices.

For more information, visit our websites.

Broward Technical Colleges:

<http://browardtechnicalcolleges.com>

Atlantic Technical College:

<http://atlanticttechnicalcollege.edu>

McFatter Technical College:

<http://mcfattertechnicalcollege.edu>

Sheridan Technical College:

<http://sheridanttechnicalcollege.edu>



**BROWARD TECHNICAL COLLEGES
2026/27 CAREER DUAL ENROLLMENT TECHNICAL PROGRAM APPLICATION**

Technical College: (check one)



Atlantic ☐



McFatter ☐



Sheridan ☐

***All applications must be filled in on-line, printed and signed. Hand written applications will not be accepted
Give the signed copy to your high school counselor for further processing.***

Date: _____ Birth Date: _____ Student # (FSI): _____

Student Name: _____ Name of Current High School: _____
(First Name) (Last Name)

Parent Name: _____
(First Name) (Last Name)

Address: _____

City, State, Zip Code: _____ Home Phone: _____

Student Email Address: _____ Student Cell: _____

Parent Email Address: _____ Parent Cell: _____

Grade level at time of entry: (check one) ☐ 11 or ☐ 12 Anticipated Graduation Date: _____

PLEASE REFER TO PROGRAM SELECTION DOCUMENT TO COMPLETE THE FOLLOWING.

PROGRAM CHOICE

First Choice: _____ Time: _____

Second Choice: _____ Time: _____

(Signature of Applicant)

(Signature of Parent/Guardian)

PLEASE NOTE: Upon receipt, the applicant will be contacted about basic skills testing and orientation. Failure to complete either the testing or orientation requirement will make the applicant ineligible to participate in CDE.

TO BE COMPLETED BY A CERTIFIED HIGH SCHOOL COUNSELOR ONLY

- | | |
|---|---|
| ☐ Student has a 504 or IEP - <i>If checked, please email plan</i> | ☐ Student has disciplinary issues - <i>If checked, please email details</i> |
| ☐ Student has pattern of non-attendance | ☐ Student has an SRA or BTA - <i>if checked, please email details</i> |

I recommend the above student to enroll as a Career Dual Enrolled student based upon his/her graduation plan. ☐ Yes ☐ No

Please complete the following:

Unweighted GPA: _____

Enrolled in online coursework: ☐ Yes ☐ No

Academic Plan allows for on-time graduation: ☐ Yes ☐ No

Currently taking recovery coursework: ☐ Yes ☐ No

(BTC or the assigned high school has the option to withdraw an application, or a registered student, if the student is not meeting his/her graduation plan or if Technical Program offerings have changed.)

(Signature of Certified School Counselor)

(Print Name of Certified School Counselor)

(Certified School Counselor Phone Number)

(Date)