

2025-2026



# DUAL ENROLLMENT HANDBOOK

Office of  
Postsecondary Career  
and Technical Education



REV 7/21/25

# DUAL ENROLLMENT HANDBOOK

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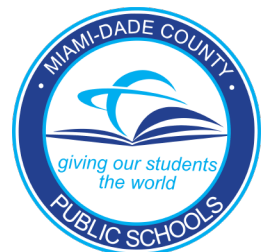
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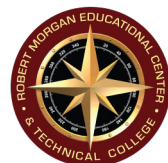




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## INTRODUCTION

The comprehensive career dual enrollment guide for Miami-Dade County Public Schools (M-DCPS) is designed to provide students, parents/guardians, and educators with all the information they need to take advantage of the career dual enrollment opportunities available in the district through one of six technical colleges. Dual enrollment is an acceleration mechanism that allows students to pursue an advanced curriculum relevant to their individual postsecondary interests. Each year, more than 60,000 students participate in Florida's dual enrollment program, and the number is growing.

According to the U.S. Department of Education, dual enrollment credit earned prior to high school graduation reduces the average time-to-degree and increases the likelihood of graduation for the students who participate in these programs. There is also evidence that dual enrollment increases academic performance and educational attainment. As the emphasis on career planning increases, students will be encouraged to select courses that align with their postsecondary goals. As with all acceleration options, students should be advised based on individual needs and carefully monitored to ensure success. School counselors play an important role in communicating accurate information to students and parents/guardians, fostering a positive understanding of the merits of dual enrollment and developing collaborative relationships with college advisors and peers.

Dual enrollment is one of a number of acceleration options available that enable students to pursue a rigorous curriculum for high school graduation, as well as earn credit toward a degree or industry certification. By participating in career dual enrollment, students can gain valuable skills, obtain industry credential or license, earn articulated college credits, and jumpstart their career pathways while still in high school.



## UNDERSTANDING CAREER DUAL ENROLLMENT

Career Dual Enrollment is an opportunity for Miami Dade County Public School high school students to earn their high school diploma, obtain an industry credential or license, and qualify to earn articulated college credit all while in high school.

**One of six Miami Dade County Public Schools Technical Colleges** can help you meet these goals and prepare you for your future. Career Dual Enrolled (CDE) students will share the day between **one of the technical colleges** and their home high school or participate in a career dual enrollment program on their high school campus. This means the student will be able to complete an industry approved, high-skill, high-wage technical program while completing high school graduation requirements.

Career Dual Enrollment opportunities are open to:

- **Miami Dade County Public Schools (M-DCPS) full time high school students**
- **M-DCPS high school students with a minimum 2.0 GPA**

Transportation is provided for all M-DCPS dual enrolled students. Prospective M-DCPS students should see their home high school counselor to discuss Career Dual Enrollment options. Prospective homeschool, charter, and private school students should contact the Office of Postsecondary Career and Technical Education for assistance.



## UNDERSTANDING CAREER DUAL ENROLLMENT

### Benefits of Career Dual Enrollment

Miami-Dade County Public School's dual enrollment system is a beacon of opportunity that contributes to the public good by enhancing educational access, equity, and overall educational outcomes for a broader population segment. By increasing access and educational attainment, dual enrollment contributes to the overall well-being of communities. It can attract businesses improve property values, and create a more vibrant and educated citizenry, which is beneficial to local economies and public resources, aligning and offering a glimpse into the real-world.

Career Dual Enrollment grants students the invaluable opportunity to obtain an industry credential or license and qualify to earn articulated college credit all while in high school. This early start in career technical courses equip students with valuable skills, knowledge, and confidence as they embark on their paths to higher education and or careers.

Career dual enrollment, can boost student engagement by demonstrating the real-world relevance of coursework, leading to improved attendance and a more positive learning atmosphere. Additionally, M-DCPS can expand its course offerings without additional teachers or instructional resources, giving students access to a broader array of courses. As a result, student achievement may increase, which can enhance the school district's overall academic reputation and appeal to prospective students and their families, whole strengthening communities.

Postsecondary institutions also benefit significantly from dual enrollment programs. These initiatives can drive increased postsecondary enrollment as more high school students take career technical education courses, aiding institutions in meeting enrollment targets and maintaining in-demand program offerings. Furthermore, they can bring a diverse student body to campuses, contributing to a more inclusive and enriched learning environment for all students. Participating in dual enrollment fosters community outreach, building stronger connections between postsecondary institutions, local communities, and high schools.

Career Dual Enrollment aligns coursework with regional workforce needs, ensuring relevance to local industries and supporting economic development. The financial benefits of career dual enrollment for students in Florida are significant as M-DCPS covers the cost of tuition and textbooks for M-DCPS enrolled students. To read this booklet and develop a thorough understanding of the details presented in this publication.



## UNDERSTANDING CAREER DUAL ENROLLMENT

### Eligibility Criteria for Career Dual Enrollment in M-DCPS

- The statutory eligibility requirements for career dual enrollment require a minimum of 2.0 unweighted GPA at the time of enrollment.
- Continued eligibility for career dual enrollment requires the maintenance of a 2.0 unweighted high school GPA and the minimum GPA required by the postsecondary institution.
- Students who graduate from high school before completing the postsecondary course may not register for it through career dual enrollment.
- Students may lose the opportunity to participate in the career dual enrollment program if they are disruptive to the learning process.
- It is recommended that students complete at least one secondary aligned course and two career dual enrollment courses to be considered a Concentrator for Career Technical Education accountability purposes.

### Basic Skills Requirements for Career Dual Enrollment

The following statute and rules apply to dual enrollment students:

- Section 1004.91(2), Florida Statute – “Students who enroll in a program offered for career credit of 450 hours or more shall complete an entry-level examination within the first six weeks after admission into the program.”
- Rule 6A-10.040, Basic Skills Requirements for postsecondary Career and Technical Certificate Education states that, “students who are enrolled in a postsecondary program offered for career education credit of 450 hours or more shall complete the Test for Adult Basic Education (TABE) within the first six weeks after admission into the program.
- Section 1011.80(1), Florida Statute: “A student may not be reported for funding in a dual enrollment workforce education program unless the student has completed the basic skills assessment pursuant to s. 1004.91.”

According to s. 1007.271, Florida Statute, school districts may not deny dual enrollment participation to students who meet both statutory requirements and any additional eligibility requirements established in the Dual Enrollment Articulation Agreement.



## CAREER DUAL ENROLLMENT OFFERINGS BY M-DCPS TECHNICAL COLLEGE

The most equitable career dual enrollment programs are driven by clear and thoughtful vision, strategy, and shared goals, and they make the success of all students a priority. Understanding that career dual enrollment is a core acceleration strategy, the M-DCPS Technical Colleges have analyzed employment projections and have collaborated with industry partners and organizations to align and expand career dual enrollment offerings.





## CAREER DUAL ENROLLMENT OFFERINGS BY M-DCPS TECHNICAL COLLEGE

D.A. DORSEY TECHNICAL COLLEGE	GEORGE T. BAKER AVIATION TECHNICAL COLLEGE	LINDSEY HOPKINS TECHNICAL COLLEGE	MIAMI LAKES TECHNICAL COLLEGE	ROBERT MORGAN TECHNICAL COLLEGE	SOUTH DADE TECHNICAL COLLEGE
<ul style="list-style-type: none"> <li>• MASTER AUTOMOTIVE SERVICE TECHNOLOGY</li> <li>• COMPUTER SYSTEMS</li> <li>• MEDICAL ASSISTING</li> <li>• MEDICAL CODING</li> <li>• PATIENT CARE TECH.</li> <li>• PHARMACY TECH.</li> </ul>	<ul style="list-style-type: none"> <li>• AVIATION ASSEMBLY TECHNICIAN (9<sup>TH</sup> GRADE ONLY)</li> <li>• ELECTRONICS/AVIONICS TECHNICIAN (10<sup>TH</sup> -12<sup>TH</sup> GRADE ONLY)</li> <li>• AIRCRAFT MAINTENANCE TECHNICIAN – AIRFRAME &amp; POWERPLANT (A&amp;P) (10<sup>TH</sup> – 12<sup>TH</sup> GRADE ONLY)</li> </ul>	<ul style="list-style-type: none"> <li>• MASTER AUTOMOTIVE SERVICE TECHNOLOGY</li> <li>• BIOMEDICAL EQUIPMENT REPAIR</li> <li>• COMMERCIAL ART TECHNOLOGY</li> <li>• COMPUTER SYSTEMS &amp; IT</li> <li>• EARLY CHILDHOOD EDUCATION</li> <li>• ELECTRICITY</li> <li>• FASHION TECHNOLOGY &amp; PRODUCTION</li> <li>• HEATING, VENTILATION, AIR-CONDITIONING &amp; REFRIGERATION</li> <li>• MARINE SERVICE TECHNOLOGY</li> <li>• PROFESSIONAL CULINARY ARTS &amp; HOSPITALITY</li> </ul>	<ul style="list-style-type: none"> <li>• MASTER AUTOMOTIVE SERVICE TECHNOLOGY</li> <li>• PROFESSIONAL CULINARY ARTS &amp; HOSPITALITY</li> <li>• ELECTRONIC SYSTEMS TECHNICIAN</li> <li>• MEDICAL ASSISTING</li> <li>• WELDING TECHNOLOGY</li> <li>• HVAC/R1</li> <li>• DENTAL ASSISTING</li> </ul>	<ul style="list-style-type: none"> <li>• CHILDCARE</li> <li>• HVAC</li> <li>• MAJOR APPLIANCE</li> <li>• MASTER AUTOMOTIVE SERVICE TECHNOLOGY</li> <li>• DIGITAL DESIGN</li> <li>• MEDICAL ASSISTING</li> <li>• NETWORK SUPPORT SERVICES</li> <li>• PRACTICAL NURSING</li> </ul>	<ul style="list-style-type: none"> <li>• HEATING, VENTILATION, AIR CONDITIONING/REFRIGERATION 1</li> <li>• RESIDENTIAL ELECTRICIAN</li> <li>• MASTER AUTOMOTIVE SERVICE TECHNOLOGY</li> <li>• PATIENT CARE ASSISTANT</li> <li>• MEDICAL ASSISTING</li> <li>• PHARMACY TECH.</li> <li>• CHILDCARE (C.O.P. E SOUTH ONLY)</li> </ul>



## CAREER DUAL ENROLLMENT OFFERINGS BY M-DCPS TECHNICAL COLLEGE

Annual Mean Wage in Florida, May 2023					
D.A. Dorsey Technical College	George T. Baker Aviation Technical College	Lindsey Hopkins Technical College	Miami Lakes Technical College	Robert Morgan Technical College	South Dade Technical College
Master Automotive Service Technology \$48,470-\$50,810	Aviation Assembly Technician (9th Grade only) \$51,450-\$58,450	Master Automotive Service Technology \$48,470-\$50,810	Master Automotive Service Technology \$48,470-\$50,810	Early Childhood Education \$30,050-\$34,280	Heating, Ventilation, Airconditioning and Refrigeration \$29,070-\$52,240
Computer Systems \$94,100-\$100,770	Electronics/Avionics Technician (10th-12th Grade Only) \$69,510-\$78,130	Biomedical Equipment Repair \$57,00-\$62,000	Professional Culinary Arts and Hospitality \$59,540-\$66,560	Heating, Ventilation, Airconditioning and Refrigeration \$29,070-\$52,240	Residential Electrician \$36,620-\$56,980
Medical Assisting \$38,870-\$41,390	Aircraft Maintenance Technician - Airframe and Powerplant (A&P) (10th-12th Grade Only) \$66,640-\$71,530	Commercial Art Technology \$55,760-\$64,130	Electronic Systems Technician \$34,530-\$63,630	Major Appliance \$44,240-\$47,670	Master Automotive Service Technology \$48,470-\$50,810
Medical Coding \$49,270-\$51,070		Computer Systems & IT \$70,620-\$81,150	Medical Assisting \$38,870-\$41,390	Master Automotive Service Technology \$48,470-\$50,810	Patient Care Technician \$29,180-\$32,030
Patient Care Technician \$29,180-\$32,030		Early Childhood Education \$30,050-\$34,280	Welding Technology \$28,040-\$49,330	Digital Design \$87,330-\$97,850	Medical Assisting \$38,870-\$41,390
Pharmacy Technician \$39,960-\$41,620		Electricity \$36,620-\$56,980	Pharmacy Technician \$39,960-\$41,620	Medical Assisting \$38,870-\$41,390	Pharmacy Technician \$39,960-\$41,620
		Fashion Technology and Production \$53,500-\$73,350	Dental Assisting \$41,470-\$46,940	Network Support Services \$70,620-\$81,150	Childcare (C.O.P.E. South Only) \$30,050-\$34,280
		Heating, Ventilation, Airconditioning and Refrigeration \$29,070-\$52,240	Heating, Ventilation, Airconditioning and Refrigeration \$29,070-\$52,240	Practical Nursing \$55,100-\$57,660	
		Marine Service Technology \$49,310-\$540			
		Professional Culinary Arts and Hospitality \$59,540-\$66,560			

\*Source: U.S. Bureau of Labor Statistics [https://www.bls.gov/oes\\_fl.htm#15-0000](https://www.bls.gov/oes_fl.htm#15-0000)



## NAVIGATING THE CAREER DUAL ENROLLMENT PROCESS

Dual enrollment requires students to be proactive in seeking the opportunity to participate, which means students need to know about those opportunities. S. 1007.271 (21)(b), F.S. specifies that the dual enrollment articulation agreement includes a "description of the process by which students and their families are informed about opportunities for student participation in the dual enrollment program."

It is the responsibility of the high schools in the district to inform students of the career dual enrollment program requirements and offered courses through educational planning and guidance process. Each high school will advertise career dual enrollment through a variety of methods including the Subject Selection Form. High school personnel will direct students to meet with their high school guidance counselors or dual enrollment coordinator if they are interested in learning more about participation in career dual enrollment through one of the district's technical colleges.

High school guidance counselors or dual enrollment coordinators will review the student criteria for participation in the career dual enrollment program and provide needed support with completing and submitting the Technical College Dual Enrollment Application.

Information and career dual enrollment application forms are available to students and parents/guardians on the M-DCPS Office of Postsecondary Career and Technical Education [www.careerinyear.com](http://www.careerinyear.com). Additionally, prospective students are encouraged to explore dual enrollment options by visiting the Dual Enrollment section on each M-DCPS Technical College website.



## NAVIGATING THE CAREER DUAL ENROLLMENT PROCESS

Students enrolled in career dual enrollment shall be exempt from the payment of registration, tuition, and laboratory fees. Students enrolled in career dual enrollment will be eligible to participate in both high school and postsecondary activities as appropriate including graduation and other extracurricular activities.

Courses listed in the 2024-2025 Dual Enrollment Course - High School Subject Area Equivalency List - Career Dual Enrollment Credit are eligible for dual enrollment. This list is available at <https://www.fldoe.org/core/fileparse.php/20725/urlt/19-2.pdf>.

### Application Process for New Students

**Step 1:** The student will meet with their high school guidance counselor or dual enrollment coordinator to discuss eligibility requirements and select the career dual enrollment course that counts towards graduation requirements on the parent/guardian approved subject selection form or the M-DCPS Technical College Dual Enrollment Parent/Guardian Authorization Form.

**Step 2:** The high school guidance counselor will work with the student to schedule a meeting with a postsecondary counselor or the postsecondary CAP Advisor (Appendix A).

**Step 3 :** The student will submit their high school transcript prior to or during the meeting as part of the postsecondary application process with the postsecondary counselor or the postsecondary CAP Advisor.

**Step 4:** The postsecondary CAP Advisor will work with the student's high school guidance counselor to ensure the career dual enrollment course is reflected on the student's high school schedule and on the student's technical college schedule and ensure transportation (if the student meets criteria) is coordinated and provided.

For home-schooled and students attending private school, please contact the Office of Postsecondary Career and Technical Education for guidance.

The postsecondary CAP Advisors can also assist students and parents/guardians with Technical College Tours, which are also listed on the Technical College websites.



## CRITICAL DIFFERENCES BETWEEN HIGH SCHOOL AND TECHNICAL COLLEGE

### Academic Calendars and Terms

Courses taught on campus at any of the Miami Dade County Public Schools Technical Colleges will begin and end with dates published on the Technical Colleges School Calendar. Courses taught at a high school campus during the high school's bell schedule will begin and end with dates approved and reflected on the M-DCPS Elementary and Secondary Calendar. High School students' schedule will be developed by the High School Guidance Counselor and aligned with the Dual Enrollment course schedule when taken on a M-DCPS Technical College campus.

### Schedule Changes and Course Withdrawal

Career dual enrollment courses meet the curricular expectations and are the same depth and rigor of non-dual enrollment postsecondary instruction, including those offered on the high school campus. Students should understand that career dual enrollment courses are equivalent to college level courses, and the amount of work necessary to succeed may be much greater than in high school courses. In addition, dual enrollment courses become a part of a student's permanent transcript and calculated into the student's permanent postsecondary GPA.

All students accepted into a Dual Enrollment course must attend a mandatory orientation at the Technical College. Dual enrolled students must follow the Technical College's protocol for course withdrawal to minimize the reporting of negative information on the postsecondary transcript. **All drops or withdrawals must be handled through both the high school guidance counselor and the Technical College CAP Advisor for dual enrollment.** Students who withdraw from a career dual enrollment course are subject to the limitations of mid-term high school course availability and must consider the potential impact on meeting graduation and postsecondary certificate requirements.

### Absences

Students enrolled in dual enrollment courses are often highly committed to both their academic and their extracurricular pursuits. While high schools offer school-sponsored absences when students miss classes to participate in a school-related event, the Technical Colleges has set requirements for seat time and contact hours as delineated in the course syllabus. Dual enrolled students should not assume that the technical college instructor will permit absences related to high school activities. Students should communicate anticipated high school activities related absences to their technical college instructor.



## CRITICAL DIFFERENCES BETWEEN HIGH SCHOOL AND TECHNICAL COLLEGE

### Disability Services

Miami Dade County Public Schools and its Technical Colleges seek to ensure that programs, services, and facilities are accessible and usable by persons with disabilities. Parents/Guardian of dual enrolled students with special needs who take classes on a M-DCPS technical college campus location must coordinate services with the technical college's administrator to receive classroom accommodations and services. It is the dual enrolled parent/guardian's responsibility to contact the technical college administrator and provide the technical college with a copy of your Individual Education Plan (IEP) or 504 Plan. The technical college will make every effort to reasonably accommodate students with special needs.

### Family Educational Rights and Privacy Act (FERPA)

Dual enrolled students are subject to the FERPA. For regular technical college students, this means that postsecondary records are not released to anyone, even parents/guardians, without written permission from the student. For dual enrollment students, the high school and the technical college may exchange information. If the student is under 18, the parents/guardians still retain the rights under FERPA at the high school; therefore, parents/guardians may inspect and review any records sent by the Technical College to the high school.

### Grades

Dual enrolled students' grades shall be evaluated in accordance with the technical college grading criteria and academic standards. Each technical college faculty member will establish grading criteria, post the information in the course syllabus, and share with the student on the first day of classes. Dual enrolled students must complete the course with an A, B, or C grade to be considered successful.

### Campus Resources

Dual enrolled students are entitled to and encouraged to use the technical college resources including media center, computer labs, course management systems and tutoring labs when available.

### Transportation

Transportation is provided for all M-DCPS dual enrolled students. Prospective M-DCPS students should see their home high school counselor to discuss Career Dual Enrollment options. M-DCPS students should indicate transportation needs on the technical college dual enrollment student application form. Prospective homeschool, charter, and private school students should contact the Office of Postsecondary Career and Technical Education for assistance.



## CRITICAL DIFFERENCES BETWEEN HIGH SCHOOL AND TECHNICAL COLLEGE

### Parking

Each of the M-DCPS technical colleges provide ample parking to serve students and employees. A limited number of spaces are reserved for 12th grade students only. 12th grade dual enrolled students are required to obtain parking decals for their vehicles if they wish to park on the technical college campus. This decal must be displayed in a visible spot of the automobile or motorcycle. Parking decals may be obtained from the cashier at the technical college.

### Code of Conduct

Attendance at the Technical College is a privilege. In order to maintain the Technical College ideals of academic integrity and character development, the right is reserved to withdraw any student, at any time, and for any reason deemed appropriate and sufficient. The student concedes this right to the Technical College. Each registered dual enrolled student assumes the responsibility to become familiar with and to abide by the general regulations and rules of the M-DCPS Secondary Code of Student Conduct.





## ARTICULATION AGREEMENTS

Dual enrollment is the award of both secondary and postsecondary credit documented on the high school transcript as well as the transcript of the postsecondary institution. Dual enrollment is an acceleration mechanism, and courses taken through the dual enrollment program are postsecondary courses taught by faculty with the credentials as required by the various certificate, degree, licensing and accrediting agencies.

Academics skills building, college preparatory instruction, and other pre-collegiate instruction are ineligible for dual enrollment credit because students do not receive postsecondary credit. Physical education skills courses are also ineligible for dual enrollment. Career dual enrollment is a specific form of dual enrollment in which students enroll in postsecondary courses that may lead to an industry certification as identified in section (s.) 1008.44, Florida Statutes (F.S.) Career dual enrollment is available to students in public schools, home education and private high schools that are in compliance with s. 1002.42(2), F.S. and provide secondary curriculum pursuant to s. 1003.4282, F.S.

The Miami Dade County Public Schools Office of Postsecondary Career and Technical Education have established and submitted the required interinstitutional articulation agreements which covers the M-DCPS Technical Colleges and all the high schools served.

The following required information is included in the dual enrollment articulation agreement:

- A description of how students and parents/guardians are informed of the career dual enrollment opportunities available, and the process by which a student would apply for the program, and enroll in courses, including initial and continued eligibility requirements.
- Information about related workforce demand and identify the courses and programs that are available to students through the career dual enrollment program.
- Delineation of clock hour credits and high school credits earned upon the completion of each career dual enrollment course.
- Identification of any college credit articulation agreements associated with each clock hour program.
- Any additional eligibility requirements established for participation in the program, including the process for determining participation eligibility and monitoring of student progress once admitted to the program.
- A delineation of cost incurred by each entity participating in the agreement, including tuition, fees and books/instructional materials.

## ARTICULATION AGREEMENTS



### ARTICULATION AGREEMENT COMPONENTS





## ARTICULATION AGREEMENTS

**M-DCPS Technical Colleges**Dual Enrollment Parent/Guardian  
Authorization Form[Clear Form](#)

Dear Parent/Guardian:

Your high school student has shown potential for success in Career and Technical Education and is now eligible to earn postsecondary credit through Career Dual Enrollment. This program allows students to earn both high school and postsecondary credit at a M-DCPS Technical College by attending classes either at the technical college or their high school, depending on their program of study. Eligible career dual enrollment courses may be taken in any format offered by the Postsecondary Institutions, which may include classes comprised of all secondary students or a combination of secondary and postsecondary adult students.

Here are some benefits to enrolling in a Career Dual Enrollment program:

- Tuition, registration, and instructional materials are provided at no cost to the student.
- Students will receive credit towards high school graduation and a postsecondary Career Certificate program.
- If a student enrolls in a M-DCPS Technical College after high school graduation, Career Dual Enrollment credit will significantly reduce the cost and time of their career preparation.

After high school graduation, students who select to continue their program at a technical college in Florida may utilize:

- The Florida Gold Seal Vocational Scholarship for students who meet eligibility requirements.
- Federal financial aid, (available at all M-DCPS Technical Colleges).

**\*Parent/Guardian: Please note that your child must complete the entire course in the same school year. Students who withdraw from their Career Dual Enrollment course at any point during the school year will not receive dual enrollment credit.**

**STUDENT INFORMATION**

STUDENT FIRST NAME	STUDENT LAST NAME
STUDENT M-DCPS ID NUMBER	STUDENT CURRENT HIGH SCHOOL
STUDENT CURRENT GRADE	STUDENT DATE OF BIRTH

☐ I have read and understand the statements and instructions listed above, there by giving authorization for my high school child to enroll in a dual enrollment course.

Parent/Guardian Full Name

Parent/Guardian Signature/Date

Parent/Guardian Phone Number

FM-4902 (11-24)



## APPENDIX A: M-DCPS TECHNICAL COLLEGE DUAL ENROLLMENT CAP ADVISOR CONTACT INFORMATION

**Go to our website for more information at:**

[www.careerinyear.com](http://www.careerinyear.com)

D.A. Dorsey Technical College

Campus Address: 7100 NW 17TH Ave. Miami, FL 33147

Postsecondary CAP Advisor: Cristina Diez

Email Address: [cdiez@dadeschools.net](mailto:cdiez@dadeschools.net)

Miami Lakes Technical College

Campus Address: 5780 NW 158TH St. Miami, FL 33014

Postsecondary CAP Advisor: Cristina Diez

Email Address: [cdiez@dadeschools.net](mailto:cdiez@dadeschools.net)

George T. Baker Aviation Technical College

Campus Address: 3275 NW 42ND Ave. Miami, FL 33142

Postsecondary CAP Advisor: Shannon Portuondo

Email Address: [sportuondo@dadeschools.net](mailto:sportuondo@dadeschools.net)

Robert Morgan Technical College

Campus Address: 18180 SW 122ND Ave. Miami, FL 33177

Postsecondary CAP Advisor: Unethia Fox

Email Address: [unethiafox@dadeschools.net](mailto:unethiafox@dadeschools.net)

Lindsey Hopkins Technical College

Campus Address: 750 NW 20TH St. Miami, FL 33127

Postsecondary CAP Advisor: Shannon Portuondo

Email Address: [sportuondo@dadeschools.net](mailto:sportuondo@dadeschools.net)

South Dade Technical College

Campus Address: 109 NE 8th St. Miami, FL 33030

Postsecondary CAP Advisor: Unethia Fox

Email Address: [unethiafox@dadeschools.net](mailto:unethiafox@dadeschools.net)



## ANTI-DISCRIMINATION POLICY

The School Board of Miami-Dade County, Florida adheres to a policy of nondiscrimination in employment and educational programs/activities and strives affirmatively to provide equal opportunity for all as required by:

**Title VI of the Civil Rights Act of 1964** - prohibits discrimination on the basis of race, color, and national origin, including actual or perceived shared ancestry or ethnic characteristics, or citizenship or residency in a country with a dominant religion or distinct religious identity.

**Title VII of the Civil Rights Act of 1964 as amended** - prohibits discrimination in employment on the basis of race, color, religion, sex, and national origin.

**Title IX of the Education Amendments of 1972** - prohibits discrimination on the basis of sex. M-DCPS does not discriminate on the basis of sex in any education program or activity that it operates as required by Title IX. M-DCPS also does not discriminate on the basis of sex in admissions or employment.

**Age Discrimination Act of 1975** - prohibits discrimination based on age in programs or activities.

**Age Discrimination in Employment Act of 1967 (ADEA) as amended** - prohibits discrimination on the basis of age with respect to individuals who are at least 40 years old.

**The Equal Pay Act of 1963 as amended** - prohibits gender discrimination in payment of wages to women and men performing substantially equal work in the same establishment.

**Section 504 of the Rehabilitation Act of 1973** - prohibits discrimination against qualified students with disabilities. Americans with Disabilities Act of 1990 (ADA) - prohibits discrimination against individuals with disabilities in employment, public service, public accommodations, and telecommunications.

**The Family and Medical Leave Act of 1993 (FMLA)** - requires covered employers to provide up to 12 weeks of unpaid, job-protected leave to eligible employees for certain family and medical reasons.

**The Pregnancy Discrimination Act of 1978** - prohibits discrimination in employment on the basis of pregnancy, childbirth, or related medical conditions.

**Florida Educational Equity Act (FEEA)** - prohibits discrimination on the basis of race, color, sex, gender, national origin, religion, marital status, or disability in public education.

**Florida Civil Rights Act of 1992** - secures for all individuals within the state freedom from discrimination because of race, color, religion, sex, pregnancy, national origin, age, handicap, or marital status.

**Title II of the Genetic Information Nondiscrimination Act of 2008 (GINA)** - prohibits discrimination against employees or applicants because of genetic information.

**Boy Scouts of America Equal Access Act of 2002** – No public school shall deny equal access to or a fair opportunity for groups to meet on school premises or in school facilities before or after school hours, or discriminate against any group officially affiliated with Boy Scouts of America or any other youth or community group listed in Title 36 as a patriotic society.

**Veterans** are provided re-employment rights in accordance with 38 U.S.C. § 4312 (Federal Law) and Section 295.07 (Florida Statutes), which stipulate categorical preferences for employment.

### **In Addition:**

**School Board Policies 1362, 3362, 4362, and 5517** - Prohibit harassment and discrimination against students, employees, or applicants on the basis of age, citizenship status, color, disability, ethnic or national origin, FMLA, gender, gender identity, genetic information, linguistic preference, marital status, political beliefs, pregnancy, race, religion, sexual harassment, sexual orientation, social and family background, and any other legally prohibited basis. Retaliation for engaging in a protected civil rights activity is also prohibited.

**For additional information about Title IX or any other discrimination/harassment concerns, contact the U.S. Department of Education Office for Civil Rights or:**

Office of Civil Rights Compliance (CRC)  
District Director/Title IX Coordinator  
155 N.E. 15th Street, Suite P104E Miami, Florida 33132  
**Phone:** (305) 995-1580 TDD: (305) 995-2400  
**Email:** [crc@dadeschools.net](mailto:crc@dadeschools.net)  
**Website:** <https://hrdadeschools.net/civilrights>