



2026 - 2027

CONCURRENT

STUDENT HANDBOOK



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Mission Statement

UA Cossatot is committed to improving the lives of those in our communities by providing quality education, outstanding service, and relevant industry training.

Welcome

Welcome to Concurrent Enrollment. Now that you are enrolled as a student here at UA Cossatot, we are happy that you have chosen to pursue higher education while still completing your high school requirements.

Our college has a history of offering what the student wants. Students will find that, once they are enrolled at UAC, they are part of the Cossatot family. A family of faculty, advisors, business office personnel, and more with one goal: to help the student.

At UA Cossatot, we are truly glad to have you as part of our family and look forward to helping you with your education endeavors.

Julie Rhodes,
Director of High School Programs

Purpose

UA Cossatot's general education concurrent enrollment program is an academic program designed for accelerated students who have completed the eighth grade or its equivalent and are either enrolled in a local public or private high school or a home-school program. The courses offered through the general education concurrent enrollment program are designed to challenge students and prepare them for a rigorous post-secondary education. This concurrent enrollment program is specifically designed for students who plan to continue their education beyond high school in the pursuit of a bachelor's degree or higher.

General education concurrent enrollment students have all of the privileges and expectations of college students. They are expected to

comply with all UA Cossatot regulations and standards of conduct governing their enrollment as college students. General education concurrent enrollment students are also expected to attend class and produce college-level coursework.

General Information

UAC welcomes all secondary schools in our service area (Sevier, Howard, Little River, and Pike counties) to participate in our Concurrent Enrollment Program (CEP). We currently have Memorandums of Understanding with the following schools: Arkansas Virtual Academy, Ashdown, Centerpoint, DeQueen, Dierks, Foreman, Horatio, Kirby, Mineral Springs, Nashville, South Pike, and Cossatot River /Umpire. A variety of courses are offered. Please contact Julie Rhodes, Director of High School Programs at (870) 584-1343, to inquire about other courses available for CEP credit. Visit the [ACTS Website](#) for more information.

Requirements to teach in the CEP are the same as any transfer course, a master's degree with 18 hours in the field or closely related field. Transfer credit may be dependent on the receiving college.

Syllabi for each course currently taught may be obtained from the concurrent instructors. Instructors are required to supply UAC with all concurrent class syllabi.

Students will be required to complete an end of course and faculty evaluation, done through an anonymous Survey Monkey to ensure course satisfaction.

If a parent, student, faculty member, or school district personnel has any questions concerning Concurrent Enrollment, courses, or faculty, please contact Julie Rhodes, (870) 584-1343.

Student Information

For student eligibility, it is best to contact your high school counselor. Generally, students must meet the following guidelines:

- Complete UA Cossatot Application
- An official high school transcript showing a cumulative GPA of at least 2.5 on a 4.0 scale;
- Placement test (ACT, ACCUPLACER, ASPIRE, ATLAS) scores
- Proof of TWO MMR immunizations or exemption waiver
- Student's signature on Concurrent Enrollment form.
- High school counselor or principal's signature on Concurrent Enrollment form;
- Parent or guardian's signature on Concurrent Enrollment form;

Students concurrently enrolled must maintain a 2.5 GPA in UAC classes. Failure to achieve a 2.5 GPA will result in the student being barred from enrollment in additional UAC classes until after graduation from high school.

Attendance

Education at the post-secondary level requires active involvement in the learning process. Therefore, students have the responsibility to attend classes and to actively engage in all learning assignments or opportunities provided in their classes. Instructors have the responsibility to provide a written policy on student attendance that is tied to course objectives and included in a course syllabus. There may be times, however, when illness, family crises, or religious observances (see religious observance policy on p. 6) make full attendance or participation impossible. In these situations, students are responsible for making timely arrangements with the instructor to make up work missed. Such arrangements should be made in writing and prior to the absence when possible.

Students will be dropped from a class by the instructor for violation of the attendance policy as follows:

- Classes meeting twice weekly in regular (Fall/Spring) term: Students may miss a maximum of four class meetings.
- Classes meeting once weekly in regular (Fall/Spring) term: Students may miss a maximum of two class meetings.
- Classes meeting daily in regular (Fall/Spring) terms: Special attendance policies will be developed by the Division Chair over the program.
- Classes meeting in 8-week terms:
 - Students may miss a maximum of two class meetings for classes meeting twice per week.
 - Students may miss a maximum of four class meetings for classes meeting 4-5 times per week.
- Online Classes: Student attendance in online classes will be established by weekly substantial contributions. Specific weekly contribution requirements will be set forth by the instructor in their syllabi at the beginning of the semester.
 - Students may miss a maximum of two times per semester.

Students' Religious Observances

When seeking to be excused from class for religious reasons, students are expected to provide their instructors with a schedule of religious holidays that they intend to observe, in writing, before the completion of the first week of classes. The academic calendar found under Apply & Enroll on the UA Cossatot website will inform students of UAC's calendar of events, including class meetings and final examination dates so that before they enroll, they can consider their calendar of religious observances. Scheduling should be done with recognition of religious observances where possible. However, faculty members are expected to allow students to make up work scheduled for dates during which the student's religious observances are scheduled, to the extent possible.

Military Obligations

When seeking to be excused for military obligations, students are expected to notify their instructors and plan for makeup work.

Minimum Scores for Concurrent Enrollment

COURSES		Communications, Life Sciences, Social Sciences, Fine Arts, or Technologies			Mathematics or Physical Sciences	Speech, Fitness, Health, Success Strategies	
REQUIRED SCORES		READING & ENGLISH			READING & MATH		READING
Check test scores FIRST. If student meets required test score, they must also meet the listed HS GPA.							
	NEXT GEN	ACT	ATLAS (9-12)	ACT Aspire (9-12)	HS GPA	Student may enroll in:	
READING	READING						
	230 or above	18 or above	Level 3	425	3.0 or above	See required scores above.	
	253 or above	19 or above	Level 4	428	2.5 or above	See required scores above.	
ENGLISH / WRITING	ENGLISH/WRITING						
	253 – 259	17 – 18	Level 3	425	3.5 or above	See required scores above.	
	260 or above	19 or above	Level 4	428	2.5 or above	See required scores above.	
MATH	MATHEMATICS						
	263 or above	19 or above	Level 4	432	3.5 or above	College Algebra & Physical Sciences	
	278 or above	21 or above	Level 4	432	2.5 or above	College Algebra & Physical Sciences	

Grading System

Letter Grade	Percentage	Grade points/credit	Rating
A	90%-100%	4.00	Excellent
B	80%-89%	3.00	Good
C	70%-79%	2.00	Average
D	60%-69%	1.00	Inferior
F	50%-59%	0.00	Failure

Secondary Grade Reports

Secondary students' grade reports for each course are submitted to the office of High School Programs by Secondary Career Center instructors and

high school faculty teaching concurrent credit on high school campuses at the close of each term. Once a grade has been reported it becomes part of the student's permanent record and can be changed only by the faculty member through the grade change process and must receive approval from the Vice Chancellor of Academics.

Traditional high school students choosing to enroll in college course prior to high school graduation are considered college students by UA Cossatot. Grades are the property of the student and the college. Release of grade information must follow the process of the student requesting a UAC transcript be sent to the high school or the student releasing their grade information to the high school. UAC will not release information to the school unless requested by the student.

A student who seeks grade information before the end of a term must request the information from the course instructor.

All grades are submitted as letter grades and not as numeric percentages.

If you, as a concurrent college student, want anyone besides yourself to be able to obtain grades, transcripts, class schedules, financial aid information, or business office information, you must complete the “Third Party” permissions in your Workday Student account, under contacts for “Friends and Family” in order for your information to be released.

Cost & Scholarship

The Access 2 Acceleration scholarships pays for 15 credit hours (CH) **per semester**. If a student chooses to enroll in more than 15 CH, they will be responsible for every CH over that limit at \$65 per credit hour.

Example #1: The student chooses to enroll in 17 CH. The first 15 CH will be at no cost to the student. The remaining 2 CH will be \$130 (\$65/CH x 2) and will be the responsibility of the student to pay.

Example #2: The student chooses to enroll in 15 CH. The student pays \$0.

Educational Resource Center

The UA Cossatot Educational Resource Center (ERC), located on the DeQueen campus, is a fully functioning, media-rich, user-friendly resource center striving to enrich the lives of students through active learning. Working with faculty, we seek to promote higher education and help students achieve their maximum academic potential. Knowledge staff is available to assist students during our hours of operation. The ECR offers more than 9,000 titles in book and media format, which are also available to the other campuses via intercampus mail or by special delivery. After acquiring a student ID card with UAC, you may access numerous online databases through our website. The Learning Center is also available on each campus for tutoring.

Frequently Asked Questions

Included in this section are answers to some of the most frequently asked questions about concurrent credit, including transferability of coursework, eligibility for scholarships as a college freshman, and the number of classes that can be taken?

1. What is concurrent credit? *The State of Arkansas allows qualified high school students to take college courses and receive both college and high school credit. For example, a student may enroll in English Composition I and English Composition II, and upon successful completion of the courses, receive one English credit toward high school graduation and six hours of college English credit on a college transcript at UAC. UAC is accredited by the Higher Learning Commission of the North Central Accreditation; therefore, general education courses such as English Composition, College Algebra, and U.S. History are transferable to other accredited colleges and universities in the United States.*

2. Do students need to maintain a certain GPA to continue as general education concurrent enrollment student?

Yes. UAC requires that an overall 2.5 GPA in both high school and college courses be maintained for continued participation.

3. Will students with concurrent/dual college credit still be eligible for freshman college scholarships?

Yes. According to various colleges and universities in which UAC high school students enroll, students who earn college concurrent hours while in high school are viewed as entering freshmen for admission, registration, and scholarship purposes. Students are encouraged to contact their potential baccalaureate institution for their specific policy.

4. Can students drop concurrent classes on the college side?

Yes. See drop dates in academic calendars on pages 17 and 18.

5. How does a student get an official college transcript to the college they will be attending post high school?

Student must complete a transcript request form found on the UAC website.

What is FERPA and how does it affect me?

FERPA

- Family Educational Rights and Privacy Act (FERPA) of 1974
- Established requirements pertaining to the release of and access to education records
- Applies to all schools that receive funds under an applicable program of the U.S. Department of Education
- Under FERPA, the rights belong to the student with regards to the records at the college, but the rights still belong to the parents with regard to educational records at the high school

If you, as a concurrent college student, want anyone besides yourself to be able to obtain grades, transcripts, class schedules, financial aid information, or business office information, you must complete the “Third Party” permissions in your Workday Student account, under contacts for “Friends and Family” in order for your information to be released.

Student Academic Integrity

Cheating

Academic cheating is anything you do to make it appear that someone else's work is your own, or allowing someone else to copy your work and submit it as his or her own. It can include sharing another's work, copying answers on an exam or homework assignment, buying a research or creative paper, paying someone else to do your work for you, obtaining copies of exams, homework assignments, and notes and using them in place of doing your own work, etc.

If a student is found to have cheated (other than strict plagiarism), the student will be subject to one of the following consequences:

- I. Receiving a ZERO on the assignment/exam
- II. Removal from the course with the grade of "F"
- III. Removal from program of study
- IV. Removal from the institution

The actual consequence initiated by the Vice Chancellor of Academics will only be determined after consultation with the instructor and appropriate division chair. The consequence will also be in line with individual departmental procedures

Plagiarism

Like cheating, plagiarism is also implying that another person's work is your own. Plagiarism is a form of cheating.

If a student is found to have strictly plagiarized, please see the CUMULATIVE ACTIONS for this offense.

Definition of plagiarism:

1. Buying a paper from a research service or term paper mill, or turning in a paper from a free term paper website.
2. Turning in another student's work without that student's knowledge.
3. Turning in a paper written by any person other than the student.
4. Copying a paper from a source text without proper acknowledgement.
5. Cutting and pasting materials from an Internet source without proper acknowledgement.
6. Copying materials from a source text, supplying proper documentation, but leaving out quotation marks.

7. Paraphrasing materials from a source text without appropriate documentation.

If a student plagiarizes, his/her name will be turned in to the Vice Chancellor of Academics and kept on record. The consequences are cumulative throughout a student's history with UAC and are not limited to one class. If at any time, a student believes that he/she was unfairly accused of plagiarism, then he/she may file a grievance or a grade appeal.

The following are the cumulative actions for plagiarism:

- First offense - Student is required to redo the paper and receive counseling regarding plagiarism. Points awarded are left to the discretion of the instructor. Only students with papers qualifying as plagiarism under definitions 5, 6 and 7 are eligible to meet this step.
- Second offense - Student will receive a "0" on the paper, and another counseling session. Only papers qualifying as plagiarism under definitions 5, 6 and 7 are eligible to meet this step.
- Third offense - Student will receive an "F" in the course. Third offense students with papers qualifying as plagiarism under definitions 5, 6 and 7 are eligible to meet this step.
- Papers meeting definitions 1 through 4 will automatically fall into this category, bypassing first and second offense remedial steps.
- Fourth offense - Student will be suspended from attending UAC. Fourth offense students with papers meeting definitions 5, 6 and 7 are eligible to meet this step. Second offense students with papers meeting definitions 1 through 4 will enter this category.

Student Grade Appeal Procedure

If you believe an error in a grade has occurred, you should formally initiate a review of the grade no later than three (3) weeks after the beginning of the next semester (fall or spring.)

It will be your responsibility to verify with the instructor the accuracy of the recorded grade book scores and the listed grade as the first step in the

process. If the issue is not satisfactorily resolved, the formal appeal process is to initiate at this point.

Formal Grade Appeal Process

If the grade difference have not been resolved through discussion with the instructor and the student seeks additional mediation, the student, in the first three (3) weeks of the semester, must initiate the appeal process by the following procedures:

1. The student must submit a letter requesting a review to the appropriate Division Chair, with a copy to the instructor and the Vice Chancellor of Academics. The Division Chair has the responsibility to confer with the instructor concerning the documentation of the grade for its completeness and accuracy. The Division Chair will notify the student in writing of the grade status within ten (10) days of receiving the student's request.
2. If the student wishes to make further appeals, the student must request, in writing, a formal review by mid-term. This review will be conducted by the Student Appeals Committee.
3. At the hearing, the instructor and the student may both make individual presentations, and the Appeals Committee may ask questions and seek clarification. A final written decision will be provided by the Committee, and, in the event of a grade change, the final grade will be recorded by the Registrar as directed by the Vice Chancellor of Academics. This procedure shall be completed by the end of the semester in which the grade is appealed.

Counseling/Disability Support

If you have special needs and are interested in requesting accommodations please contact the UAC Counselor, Rachel Barfield at 870.584.1337 or email rhickey@cccua.edu. UAC Counseling and Advising Services is dedicated to the academic and personal success of all students. The counselor will work with any student to recognize opportunities to grow and learn, identify any barriers to academic and/or personal success, and develop action plans to overcome those barriers. The counselor has an open-door policy. ALL students are welcome, and discussions will be confidential.

GPA Policy

Students must maintain a GPA of 2.5 or higher at the high school and at UA Cossatot. Falling below a 2.5 GPA will result in the student being barred from enrollment at UA Cossatot until after high school graduation. We believe this policy will help encourage better academic preparation, time management, and commitment to coursework.

UAC Transcripts

In order to obtain an official transcript from UA Cossatot, students must complete the online form found on the college website. Official transcripts will only be released if the student has graduated from high school and has sent their official high school transcript to UA Cossatot. Unofficial UAC transcripts may be requested through High School Programs.

FALL 2026 ACADEMIC CALENDAR

Term Dates		
Fall 16 Week Term		
Monday	August 17	Courses Begin
Thursday	August 20	Registration Ends
Friday	August 28	Last Day to Drop No Penalty
Monday	September 7	<i>College Closed: Labor Day</i>
Friday	October 9	Mid-Term Grades Posted
Monday	November 9	Last Day to Withdraw 'W'
Monday-Friday	November 23-27	<i>No Classes: Thanksgiving Break</i>
Thursday-Friday	November 26-27	<i>College Closed: Thanksgiving</i>
Monday-Thursday	December 7-10	Final Exams
Thursday	December 10	Courses End
Monday	December 14	All Grades Due
<i>Dec. 21 – Jan. 1</i>		<i>College Closed: Christmas Break</i>
August—October Flex 8 (Flex I)		
Monday	August 17	Courses Begin
Thursday	August 20	Last Day to Register
Friday	August 21	Last Day to Drop No Penalty
Monday	September 7	<i>College Closed: Labor Day</i>
Friday	September 11	Mid-Term Grades Posted
Friday	September 18	Last Day to Withdraw 'W'
Monday-Wednesday	October 5-7	Final Exams
Thursday	October 8	Grades Due
October—December Flex 8 (Flex II)		
Monday	October 12	Course Begin/Last Day to Register
Friday	October 16	Last Day to Drop No Penalty
Friday	November 6	Mid-Term Grades Posted
Monday	November 9	Last Day to Withdraw 'W'
Monday-Friday	November 23-27	<i>No Classes: Thanksgiving Break</i>
Thursday-Friday	November 26-27	<i>College Closed: Thanksgiving</i>
Monday-Thursday	December 7-10	Final Exams
Thursday	December 10	Courses End
Monday	December 14	All Grades Due

SPRING 2027 ACADEMIC CALENDAR

Term Dates		
Spring 16 Week Term		
Monday	January 11	Courses Begin
Friday	January 15	Registration Ends
Monday	<i>January 18</i>	<i>College Closed: Martin Luther King Jr. Day</i>
Friday	January 22	Last Day to Drop No Penalty
Friday	March 5	Mid-Term Grades Due
<i>Monday-Friday</i>	<i>March 22-26</i>	<i>No Classes: Spring Break; Faculty Off</i>
Monday	April 12	Last Day to Withdraw 'W'
Monday-Thursday	May 3-6	Final Exams
Thursday	May 6	Courses End
Friday	May 7	<u>Graduation @ De Queen Amphitheater</u>
Monday	May 10	Grades Due
January-March Flex 8 (Flex I)		
Monday	January 11	Courses Begin
Wednesday	January 13	Registration Ends
Friday	January 15	Last Day to Drop No Penalty
Monday	<i>January 18</i>	<i>College Closed: Martin Luther King Jr. Day</i>
Friday	February 5	Mid-Term Grades Due
Monday	February 8	Last Day to Withdraw 'W'
Monday-Wednesday	March 1-3	Final Exams
Wednesday	March 3	Courses End
Thursday	March 4	Grades Due
March-May Flex 8 (Flex II)		
Monday	March 8	Courses Begin/Registration Ends
Friday	March 12	Last Day to Drop No Penalty
<i>Monday-Friday</i>	<i>March 22-26</i>	<i>No Classes: Spring Break; Faculty Off</i>
Friday	April 9	Mid-Term Grades Due
Monday	April 12	Last Day to Withdraw 'W'
Monday-Thursday	May 3-6	Final Exams
Thursday	May 6	Courses End
Monday	May 10	Grades Due

APPLICATION TO GRADUATE DUE:

FRIDAY, FEBRUARY 26TH, 2027 | Associate Degrees & Technical Certificates

How to Log In Using 2-Step Authentication

USERNAME: Your username is the first initial of your first name, your last name, and the last 5-digits of your Workday student ID number. **(Students will receive an email with their CCCUA ID #. Check the email you used when you completed your application.)**

PASSWORD: Your password will be the one you set during the account activation process.

EXAMPLE: Student Name: Ima Student
 Student ID: 123456789
 Email/Username: IStudent56789@cccua.edu

To access your account, please follow the steps below.

1. Download the Microsoft Authenticator app on your phone and have it ready for steps 7 – 9.
2. On your computer or laptop, go to **www.cccua.edu** and click on Workday in the upper left corner.
3. Enter username
4. Then click 'Forgot my password'
5. Follow the steps to reset your password.
6. Once your password has been reset, login with your new password and your username.
7. Follow the prompts on the computer to access the Microsoft Authenticator app.
8. In the Microsoft Authenticator app on your phone, scan the QR code that pops up on your computer screen.
9. Continue to follow the prompts to complete the verification process.
10. You should now be able to log in and click the Blackboard app to access your course(s).

To view all other account information, click the Workday app.

