

Michigan Department of Education
Office of Career and Technical Education
Early Middle College (EMC)
Frequently Asked Questions (FAQ)
COVID – 19
Thursday, June 11, 2020

1. Are Early Middle College students permitted to participate in EMC, concurrent enrollment, direct credit, or dual enrollment courses?

Yes, districts are encouraged to assist students to complete their Early Middle College course work including concurrent enrollment, direct credit, or dual enrollment courses. Please review and comply with the Governor's [Executive Order 2020-35](#).

2. Are districts permitted to carry over 2018-2019 Section 61b funds?

No.

3. Are districts permitted to carry over 2019-2020 Section 61b formula funds?

Yes. An ISD may carryover 2019-2020 Section 61b formula funds to 2020-2021 but must request by November 30, 2020. To carryover the funds, please contact Joan Church at Churchj@michigan.gov.

4. Are EMC students permitted to participate in Work Based Learning?

Reference the most current MDE CTE FAQ document on the [MDE COVID-19 Guidance Page](#).

5. We have transitioned all our courses, both high school and college courses, to online learning experiences. Is this acceptable based on the governor's decision to close schools? Can we require our students to continue working on their course work? Students are being supported through remote advising and course work. Students are not required to come on campus.

Yes, students may continue their courses in accordance with the governor's [Executive Order EO 2020-35](#) with particular attention to Sections II.B.9, II.N, and V and local district policy.

6. Are districts required to provide equal access to alternative modes of instruction for students with disabilities?

Please review and comply with the Governor's [Executive Order 2020-35](#) Section VI in determining equal access to alternative modes of instruction for students with disabilities. Please direct clarifying and additional questions to Rebecca McIntyre in the Michigan Department of Education, Office of Special Education at mcintyre1@michigan.gov.

7. Due to the Governor's Executive Order to end all face-to-face instruction, our CTE EMC (and/or CTE Dual Enrolled) students were unable to complete the content of their second (or third) semester. Will the 2019-2020 Section 61b funds be recaptured for this reason?

No. Section 61b funds will not be recaptured for inability to complete the content of CTE EMC or CTE Dual Enrollment courses due to the school closure. **However**, if it is determined that there were CTEIS reporting errors, or if a CTE EMC student was not coded 3500 (Early Middle College Participating), a Section 61b recapture may still be necessary, as in previous years.

8. May an ISD carry over the 2019-2020 61b(8) Planning Grant funds to 2020-2021?

Yes. An ISD may carry over 2019-2020 61b(8) Planning Grant funds through November 30, 2020. To carry over the funds, please contact Lisa Seigel at Seigell@michigan.gov by September 15, 2020.

9. Should CTE EMC courses be reported in CTEIS as virtual or non-virtual since all students are now learning remotely?

According to MDE's guidance, districts should proceed with TSDL requirements and report CTE EMC courses in accordance with **how courses were classified at the time of closure** prior to COVID-19. Districts **should not** re-designate all courses as virtual. Districts should follow this guidance when reporting in CTEIS.

10. If a college is extending a course during the 2019-2020 school year past June 30, 2020, how should the district report the course?

For state-approved CTE EMC programs reported in CTEIS: MDE – OCTE policy is for districts to report courses that occur during the summer months on the following school year enrollment report. This includes college courses that are in session during the summer months. For the 2019-2020 school year, districts should follow this standard guidance when reporting courses that have been unexpectedly extended beyond June 30, unless the district or college chooses to end the course by June 30 and to award course grades of incomplete. In this case, the course section would be reported on the 2019-2020 enrollment report.

When a student receives a course grade of incomplete, the segments reported for the course section are not recorded for the student. A student must receive a course grade of 2.0 or greater for the segments to be recorded. Students who received an incomplete may re-enroll in the course at a future time, such as in the fall.

In a case where a course began spring semester, but was suspended to be resumed in fall, districts should follow district policy and may choose to

award students an incomplete and reenroll them in fall, or may choose to report the entire course section on the 2020-2021 enrollment report, consistent with MDE – OCTE policy regarding summer courses.

11. What if our students needed to finish up their community service/career exploration hours before the COVID-19 mandatory school closure? Could there be some flexibility in the number of hours, for graduating students, that would need to be awarded for the Michigan Early Middle College Association (MEMCA) certificate?

The requirements for fifth-year EMC students, to earn the MEMCA certificate, are to obtain 15 transferable non-remedial college credit hours and one of the following:

- 100 hours of district verified community service
- A minimum of 40 hours of verified career exploration/preparation, internship, job shadowing, or clinical experience
- A combination of the two that equals 70+ hours

Yes, there can be flexibility. A good faith effort should be made to document all experiences since the student began from grade 9 through grade 13. These can include many career preparation activities such as job fairs, seminars, test-taking skills, study skills, resume building, mock interviews, and industry guest speakers. Although in-person clinicals, community service, and job shadowing may not be able to be done, it is highly recommended to replicate any of these experiences virtually, if possible. The number of student activities/hours must be documented and attached to the MEMCA certificate with a note that states “due to the COVID-19 school closures, the student was unable to complete all the required hours”.