## **KCC Director of Accelerated Learning Responsibilities**

The Director of Accelerated Learning is responsible for:

- Providing high school instructors with materials necessary for registering and reporting grades.
- Creating, maintaining, and making available copies of the articulation agreements.
- Providing a timeline to high school instructors with due dates for registering a course, dropping a course, withdrawing from a course, and submitting final grades.
- Facilitating an annual meeting between high school teachers and departmental faculty. Visits at a distance can be requested.