NWESD Dual Enrollment Data Style Guide

| **Column** | **Rules** | **Example** |
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| College | No Abbreviations / Always end in “College” unless otherwise specified | Skagit Valley College |
| College Course | All caps subject, followed by an empty space before number | ENGL 101  MATH 151 |
| High School | No Abbreviations / Always end in “High School” unless otherwise specified (not HS) | Mount Vernon High School |
| Academic Years | No Abbreviations / Hyphen between years | 2025-2026 |
| HS / College Course Description | Brief blurb about course, no more than a few sentences | Covers the basics of computer systems and applications, including hardware, software, and fundamental digital literacy skills required for academic and professional success. |