**Dual Enrollment Agreement Form**

Deadline for Dual Enrollment:

Fall Enrollment-May 1st

Spring Enrollment – November 1st

**Requirements**

1. Student is in good standing, attendance, academics and behavior.
2. Student meets the Dual Enrollment Qualifying Scores.

**Process**

1. Student will meet with their counselor to review all requirements.

2. Complete and submit a Lansing Community College [admission application](https://starnetb.lcc.edu/LCCB/bwskalog.P_DispLoginNon) at

<https://starnetb.lcc.edu/LCCB/bwglskalog.P_DispLoginNon> (first semester of attendance only).

3. Return approval form and agreement form to student services.

1. Forms must be filled out completely before they will be processed.

4. Register for the course(s) that was decided with your counselor.

5. Please print copy of registered course(s) and return to student services

**Expectations Considerations**

1. Students are not to loiter on school property during the scheduled dual enrollment course.

2. Dual Enrollment must be taken for the entire school year (2 semesters).

3. College course must not interfere with their high school courses.

4. **In the result of a failed course**, the student/family is responsible for repayment of the course. A hold will be placed on the 2nd semester course until payment is received.

**Transportation**

1. Student/family will provide transportation.

2. If selecting a night class please be aware of the safety factors.

3. Please account for travel time.

**Transcript**

Please check the option below that will apply to your permanent high school transcript. Once this form is signed the choice will not be revoked. If you do not mark an option we will automatically choose the first option.

100 level course = 4pt grading scale

200 level course or higher =5 pt grading scale (weighted)

      1. I am electing to take this course for high school credit. I wish to have the letter grade earned, recorded on my Grand Ledge High School transcript and factored into my grade point average.

      2. I am electing to take this course for high school credit. I wish to have my grade recorded as “credit” on my “Grand Ledge High School transcript and not be factored into my grade point average.

      3. I am electing to take this course for college experience. I do not wish to receive high school credit and/nor have it factored into my grade point average.

For more information please contact your counselor or the college you plan on enrolling in.

LCC - https://lcc.edu/learning/college-credit-in-hs/dual.html

MSU - <https://gifted.msu.edu/programs/dual-enrollment>

KCAD - <http://www.kcad.edu/admissions/dual-enrollment/off-campus/> period hour\_\_\_\_\_\_\_\_\_

Parent Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Counselor Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Courses Approved for dual enrollment

1.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 2.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_