

West Ashley High School

Dual Credit Approval Form

Date: ____/____/20____

Completion Required to enroll in additional courses not listed on the original Dual Enrollment application

Note: Youth Apprenticeship students, must complete ONLY this form. Once this form is completed, ANY DE courses through Youth Apprenticeship will be added to the high school transcript.

Semester: Fall Spring Summer Other Term: Full 1 2

On Site (HS Campus) College Campus/Online

Student Name: _____
(Last) (First) (Middle)

Parent/Guardian Name and Email Address _____

Phone #: Parent/Guardian #: _____ **Student #:** _____

In accordance with the SC Uniform Grading Policy, Dual Enrollment courses are those courses for which the student has been granted permission by his or her school to potentially earn both a high school units of credit and college credit from the Institute of Higher Education (IHE). This form **must** be completed and maintained at the school as documentation of approval to take dual credit courses.

To Be Completed by High School: The following courses are approved to take as dual credit in lieu of high school courses.

College Course(s)

High School Course(s)

(Principal/School Counselor (Please Print)

High School

Date: _____

Principal/School Counselor Signature

To Be Completed by Student:

As a Dual Enrollment Student, I understand and agree:

- I am responsible for adhering to all the IHE policies and procedures and insuring payment of all tuition and course fees.
- If courses are approved, my performance in these courses will directly affect my high school records and graduation requirements.
- I understand I am building two transcripts for both high school and college. Additionally, SC Uniform Grading Policies will apply to my highschool course grade(s) and credit(s) and the IHE policies will apply to my college course grade(s) and credit(s).
- I may be responsible for providing my college transcript to my high school. Not providing the college transcript could negatively affect my high school transcript.
- The college may release my educational records regarding courses taken for dual credit to my parent/guardian upon request.
- If the course is not pre-approved by my high school, the course may only count as college credit.
- Some dual enrollment courses may carry college prep course weight.
- If I drop an approved DE course, I am to notify my school counselor immediately with the course drop information directly from TTC

Student Signature: _____ Date: _____

To Be Completed by Parent/Guardian

I understand the IHE (Institute of Higher Education) is an adult learning environment. Students in Dual Enrollment programs will be treated as college students and will be expected to take responsibility for their own learning in an adult environment. Progress reports throughout the course will not be issued to parents and/or the high school. Additionally, textbooks, assignments, and discussions may include adult and sometimes controversial subjects. I understand and have explained to my child his/her academic responsibility and the potential for discussion of adult subjects. Additionally, I have read and understand the above statements my student has agreed to and signed.

Parent Signature: _____ Date: _____