Dual Credit Student Registration Form

High School: _____

Students cannot register for college level courses until they meet minimum passing standards under the provisions of the State of Texas

Last Name	First Name	Middle Initial	Birthday

NCTC ID Number	TSDS Student Unique ID # (10digits)	Phone Number

I understand:

*Dual Credit student records are governed by the **Family Educational Rights and Privacy Act (FERPA)**, which states the student owns his/her educational record from the first semester of enrollment, regardless of age.

*Student's signature permits NCTC Office of Admissions to disclose **mid-term and final grades** in addition to general admission information to the high school, parents, and/or legal guardians. A letter grade will be recorded on his/her **permanent college transcript**.

*NCTC has an established **attendance policy** and excessive absences will place the student at risk.

***ACADEMIC FREEDOM** at NCTC allows faculty and students to pursue whatever inquiry deemed important without fear of censorship. Within a college environment, students may encounter adult language and images, different philosophical viewpoints and belief systems.

***A student must exhibit and maintain the maturity and social behavior necessary for enrollment in college level courses**.

*Students who drop or withdraw from a course once classes begin, during any semester **MAY be responsible** for paying a portion of the tuition.

***I am responsible** for the **accuracy of my schedule** and I may be administratively removed from any course for which I have not met the pre-requisites, or have not been approved by my high school, or have not met the standard testing requirements provided by the state.

***I am responsible** for **making payment** at the time of registration and understand the options available for making payment; **my enrollment is not complete until payment is made**, and I may be dropped from classes if payment is not made.

***I am responsible** for **dropping or withdrawing from dual credit courses**. I understand that I must talk with my counselor and then submit required Add/Drop or Withdrawal Form to NCTC Dual Credit Department.

***I am responsible** for **abiding by the NCTC Student Code of Conduct** including **Title IX** Laws/Regulations and I must complete the required Title IX course in CANVAS.

***I have** attended or reviewed a Parent/Student Orientation for NCTC's Dual Credit Program.

***I am responsible** for **purchasing textbooks** or verifying with the high school if there is assistance available.

!!!! Free Reduced Educationally Disadvantaged students will have zero costs associated with dual credit classes. *HB 8 and Texas Administrative Code CH. 13 Section502(c)* However, **should the state verify that the student was NOT eligible** for Free Reduced status, the student will be responsible for paying all costs immediately or be withdrawn from classes, which could affect high school graduation status.

Grades

*A grade of a **"C" or better** is required **in ALL college courses** for continued enrollment in the dual credit program, however some special CTE programs may have higher requirements. Students not making a "C" or better **will NOT** be permitted to enroll the following long semester: Fall, Spring, or both Summer terms.

*Students enrolled in **Fire, EMS, and Cosmetology** programs are **required** to have a **numeric grade of 75 or higher** in each specialized course of the program to continue coursework.

Fall	Spring	Summer	Course (HIST)	Number (1301)	Section (0851)	Title	@ HS	@ NCTC	Online

Student Signature _____ Date _____

Parent Signature _____ Date _____

NCTC Officially Registered: _____ Date _____

1. **Does this student currently qualify as Free Reduced Educationally Disadvantaged?**

☐ Yes ☐ No

!!! Should the state not confirm the student's Free Reduced Educationally Disadvantaged status, the student or ISD will be responsible for paying the costs of these classes, fees and/or books.

2. **If this Dual Credit Student has any of the following situations YOU MUST notify the NCTC Dual Credit Department immediately!**
   - **In School Suspension**
   - **Placement in District Alternative Education**
   - **Totally withdrawn from the school**
   - **Sexual Misconduct Incident**

_____ _____

High School Counselor/Representative Signature Date