



# Dual Credit Student Registration Form

Semester for Enrollment:

Spring  Summer  Fall  YEAR: \_\_\_\_\_2019-20\_\_\_\_\_

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	_____ High School
_____ NCTC Student ID/Password	_____ NCTC Username (last name, first initial, 6 digit number)		_____ Graduation Date
_____ Phone Number	_____ EMAIL Address		_____ Birthday

**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.
- \*The student will be enrolling in college credit course(s) and a letter grade recorded on his/her **permanent college transcript**.
- \*A grade of a "C" or better is required in ALL college courses for continued enrollment in the program. Students not making a "C" or better will NOT be permitted to enroll the following long semester: Fall, Spring, or both Summer terms.**
- \*NCTC has an established **attendance policy** and excessive absences will place the student at risk.
- \*ACADEMIC FREEDOM** is practiced at NCTC which 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.**
- \*I am responsible for the accuracy of my schedule** and that 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 meet the standard testing requirements provided by the state.
- \*I am responsible for making payment** and understand the options available for making payment, that my enrollment is not complete until payment is made, and that I may be dropped from classes if payment is not made.
- \*I am responsible for dropping or withdrawing.** I understand that I must talk with my counselor and then submit required Add/Drop or Withdrawal Form to NCTC Dual Credit Coordinator.
- \*I have attended or reviewed the Parent/Student Orientation for NCTC's Dual Credit Program.**

Course	Number	Section	Term Code	Title	@ HS	@NCTC	Online

_____ Student signature	_____ Date	_____ High School Counselor/Representative Signature	_____ Date
_____ Parent Signature	_____ Date		

**Office Use Only**

**TSI ASSESSMENT**  
 Writing \_\_\_\_\_ Minimum 340/4 Essay or 310-339/5 Essay –Required for ENGL1301  
 Math \_\_\_\_\_ Minimum score 350- Required for any MATH  
 Reading \_\_\_\_\_ Minimum score 351- Required for all other college courses  
 EOC \_\_\_\_\_ ACT \_\_\_\_\_ SAT \_\_\_\_\_

**Officially Registered**  
 Date: \_\_\_\_\_  
 By: \_\_\_\_\_