Dual Enrollment for High School Students

Date Adopted: 05 December 2006

Date Revised:

Date Reviewed: 24 March 2014

References:

High school students who wish to be considered for dual enrollment at the college must meet all of the following requirements:

1. The student has successfully completed the 11th grade.
2. The student provides a certification from the local principal and/or his/her designee, or from a director of a college program working with high school seniors, certifying that the student has a minimum cumulative GPA of 3.50.
3. The local principal and/or his/her designee, or a director of a college program working with high school seniors, provides a statement of justification describing the student's ability to benefit academically, intellectually, or artistically ready.
4. The college's committee on Recruitment, Admissions and Retention (RAR) has recommended the student for dual enrollment.

Students must meet the prerequisites for the course. Credits and grades earned will appear on their college transcript. Students enrolled in a course under the college's Dual Enrollment for High School Students Policy are not eligible for Federal Financial Aid assistance. As such, they must pay all college tuition and matriculation fees assessed to regular students.

Dual enrollment does not constitute admission to the college. Dual enrollment students must follow the policy and procedures for regular admission to obtain full-time admission to the college subsequent to graduation from high school.

Students must submit:

1. A completed COM-FSM Application for dual enrollment to the college's Office of Admissions, Records and Retention (OARR);
2. A recommendation letter from the principal or his/her designee, or the director of a college program working with high school seniors;
3. Proof of paying the admission fee; and
4. Official high school transcript.

All of the above must be submitted together as one packet.

See Administrative Procedure 4001