

EARLY COLLEGE/DUAL ENROLLMENT FORM
NORTHWEST FLORIDA STATE COLLEGE
OUT-OF-DISTRICT STUDENT

Term: _____
Year: _____

Northwest Florida State College's Dual Enrollment program provides the opportunity for qualified high school students from Okaloosa & Walton Counties, who meet the specified eligibility criteria, to enroll in college courses while simultaneously enrolled in a high school. Students receive both high school and college credit for these courses. Public Dual Enrollment students are exempt from tuition, matriculation, student access fee and laboratory fees, and textbooks are provided by the student's high school district. Private and Home School students must purchase all textbooks.

STUDENT DATA (Please Print):

Social Security #:		Date of Birth:	
Last Name:		First:	MI:
Street Address:		City:	ZIP:
Home Phone: ()		High School Name:	
Present Grade:		HS Cumulative GPA (per Guidance- please initial):	
PERSONAL EMAIL:		<input type="checkbox"/> Weighted	<input type="checkbox"/> Unweighted
Expected High School Graduation Date:		College GPA:	College Completion Rate:
Sex <input type="checkbox"/> Male <input type="checkbox"/> Female	Race (Check all that apply): <input type="checkbox"/> American Indian/Alaskan Native <input type="checkbox"/> Asian <input type="checkbox"/> Black <input type="checkbox"/> Hawaiian/Pacific Islander <input type="checkbox"/> White		
County of Residency: <input type="checkbox"/> Okaloosa <input type="checkbox"/> Walton <input type="checkbox"/> Other (Specify):			

ELIGIBILITY REQUIREMENTS:

Students must:

- Recommendation from their high school Principal, or home school provider, for each term of enrollment, approving their enrollment in NWF Dual Enrollment Program.
- Provide a letter from the community college president in their district approving their enrollment in NWF Dual Program.
- Pass the appropriate subtest of a State approved college placement test (ACT, SAT, PERT) if enrolling in a college English, Math, Reading, Gordon Rule Social Science or Humanities course, or any course which requires English, Math, or Reading prerequisites.
 - Students who have not passed all areas of the State approved college placement Test (ACT, SAT, PERT) by the time they have accumulated 12 college credits will not be able to enroll in additional dual enrollment courses until all areas of the test are passed. Exceptions to the 12 college credit hour limitation may be granted by the college provided that the dual enrollment student is concurrently enrolled in a high school class in each basic competency area for which the student has been deemed deficient.
 - In addition, students who have accumulated 12 or more college credits and have not demonstrated proficiency in the basic competency areas must be advised in writing by their high school Principal, or home school provider of the requirements for the associate degree completion and state university admissions, including information about future financial aid eligibility and the potential costs of accumulating excessive college credit.
- Limit enrollment to no more than 15 hours during Fall and Spring semesters, and 6 credit hours during Summer semester.
- Have a successful completion rate at the College. Dual enrollment students are limited to one withdrawal per college course and a maximum of two withdrawals from all dual enrollment classes. Exceptions may be granted by mutual agreement between the District or Home School provider and the College.
- If you are a Home School student, you must submit a copy of your current, signed and updated *Legal Compliance and Eligibility Form* (proof of enrollment in a home school program) that is on file with your school district. This form is due on the day of registration. Home School students must also submit proof of completion of at least 5 Carnegie Units. If not received by the last day of registration, student will be dropped from classes.

COURSE INFORMATION: Courses available to dual credit students consist of:

- Standard college credit courses of three or more semester hours, exclusive of college preparatory and physical education courses that emphasize physical activities. A list of the state approved college courses for dual enrollment can be found online at <http://www.nwfsc.edu/Students/Enrollment/Admissions/Dual/howcreditsconvert.cfm> under Dual Enrollment.
- Dual enrollment students must have the approval of the college Director of Dual Enrollment in order to enroll in online courses.
- Students will obtain their mid-term and final grades via the College website at www.nwfsc.edu, under RaiderNet.

REGISTRATION/ADVISING INFORMATION:

- Web registration is not available for dual enrollment students. Dual enrollment students must register in person during the advertised dual enrollment registration dates. Students are not allowed to **retake** courses as a Dual Enrollment student.
- Dual enrollment students are not permitted to withdraw unless agreed upon by the District and the College. All changes to class selection must be approved by the District or Home School provider and the College.
- The College strongly encourages all students, including dual enrollment students, to meet with a College Advisor to explore educational goals, develop a program plan, and discuss transfer requirements and common prerequisite courses.
- Dual enrollment students must get a Student Access ID/Raider Card prior to picking up their books. There is no charge for the card.

PLACEMENT TEST SCORES: No dual enrollment student shall be enrolled in a college mathematics, English, Gordon Rule social science or humanities course unless the student has demonstrated adequate pre-collegiate preparation on the basic mathematics and communication skills assessment of an approved entry-level placement test. **Minimum acceptable scores for the currently administered placement tests are listed below. Test scores are to be filled in by a high school counselor or a college employee.**

APPROVED PLACEMENT TEST	READING		LIN1670 Writing and Grammar		ENGLISH English Composition 1		MAT1033A Intermediate Algebra		MAC1105 College Algebra		TEST DATE
	Minimum Score	Student Score	Minimum Score	Student Score	Minimum Score	Student Score	Minimum Score	Student Score	Minimum Score	Student Score	
ACT	19		17>		17+R		19-20		21		
SAT-Taken on or before 3/1/16	440		440>		440>		440-499		500		
SAT-Taken on or after 3/1/16	24		25		25						
PERT	106		103-106		103+Reading 106-150		114-122		123-150		

If you have not met **all** of the minimum scores listed above, and you have **accumulated 12 or more college credits**, list the high school class in each basic competency area for which you are deficient:

Reading Class: _____ Term: _____

English Class: _____ Term: _____

Mathematics Class: _____ Term: _____

PARENT OR GUARDIAN APPROVAL: I give consent to the enrollment of my son/daughter in the dual enrollment program.

Parent Signature _____ Date _____

STUDENT ACKNOWLEDGEMENT: I understand and accept the conditions of dual enrollment at NWF and understand that as a dual enrollment student, I am considered a dependent student and understand that NWF is free to release any information on my enrollment to my parents and/or high school officials including grades, attendance, and official transcripts.

Student Signature _____ Date _____

COURSE REQUEST(S): From the schedule of courses, please list your choices (registration subject to space availability).

COURSE #	REFERENCE #	COURSE TITLE	MEETING TIMES	LOCATION	HIGH SCHOOL SUBJECT AREA	COLLEGE CREDITS	HS CREDITS
Alternative selections if the classes are not available.							

HIGH SCHOOL RECOMMENDATION/VERIFICATION: I verify that the student meets all eligibility criteria, to include enrollment in required high school classes for all areas in which the student is deficient; that the above college course(s) may be used to meet the student's high school graduation requirement, and, will be posted to the student's high school transcript and, if a public school student will be posted to the Electronic Personal Educational Planner (ePEP) for this student.

Principal or Designee; or Homs School Provider _____ Date _____

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