

# TULSA COMMUNITY COLLEGE DUAL CREDIT TO COLLEGE DEGREE HIGH SCHOOL STUDENT COLLEGE ENROLLMENT FORM

**STUDENT and PARENT/GUARDIAN COMPLETE IN BLACK INK AND BLOCK PRINT ONLY: SECTIONS 1A, 1B, AND 1C**

**1A. STUDENT INFORMATION**

	LAST NAME _____	FIRST NAME _____	M. INITIAL _____
Address _____	City, ST, zip _____	Birthdate mm/dd/yyyy _____ / _____ / _____	
Email _____	Phone: ( _____ ) _____ - _____	TCC Student ID# T _____	
High School Name: _____	Expected high school graduation date MM/YYYY _____ / _____	Are you eligible for & have applied for the Oklahoma Promise Scholarship? ___yes	
Have you enrolled in any other college or university? Y___ N___	Bursar balance owed from prior semester? Y___ N___ ( Zero balance required for enrollment.)	Semester: Check only one ___Fall ___Spring ___Summer	
If yes, have you sent the transcript to TCC? Y___ N___			

**1B. COLLEGE COURSE ENROLLMENT: PRINT ONE COURSE PER LINE FOR THE SEMESTER MARKED ABOVE**

CRN: (5 digit enrollment code)	Discipline: ( ex. Math)	Course #: (ex. 1513)	Section #: (3 digit code)	Course Title: (ex. Precalculus I)	Course site: (ex. West)	Credit hours: (ex. 3)
<i>Total college credit hours for calculation of maximum load.</i>						

**1C. REQUIRED SIGNATURES SECTION: STUDENT AND PARENT/GUARDIAN RESPONSIBILITIES**

I understand and consent to the TCC policy guidelines for concurrent enrollment and the TCC student handbook guidelines (see reverse). Enrollment changes must be completed on the TCC schedule adjustment form. Failure to withdraw by posted deadlines may result in an F grade that cannot be removed and may result in future financial aid consequences. This enrollment form is only effective for the semester indicated above, and enrollment forms must be submitted each semester. I assume financial responsibility for any costs associated with this enrollment, and my balance must be paid in full before enrolling in subsequent semesters (see reverse). I give my permission for Tulsa Community College to share information with my high school designee regarding attendance, grades, academic performance, disciplinary actions, and my student record.

Student signature \_\_\_\_\_ Date \_\_\_\_\_ Parent/Guardian signature \_\_\_\_\_ Date \_\_\_\_\_

**HIGH SCHOOL COUNSELOR COMPLETE IN BLACK INK AND BLOCK PRINT ONLY : SECTIONS 2A, 2B, AND 2C**

**2A.** High School: \_\_\_\_\_ Counselor: Last Name \_\_\_\_\_ First \_\_\_\_\_  
 Phone ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_ Email \_\_\_\_\_ @ \_\_\_\_\_ . \_\_\_\_\_ Pilot \_\_\_\_\_

**2B.** High school Semester: Check only one \_\_\_Fall \_\_\_Spring \_\_\_ Summer  
 High school semester course schedule: List one class per line for the semester marked above. List all classes on the high school schedule including technology centers. Schedule not applicable for summer enrollment.

1.		3
2.		3
3.		3
4.		3
5.		3
<i>Total high school credit hours for calculation of maximum load.</i>		
<i>Total college and high school load not to exceed 19 credit hours of academic coursework. (see load policy on reverse).</i>		

**2C.** I have examined the academic records and certify that the above student is eligible to satisfy high school curricular and graduation requirements no later than the spring semester of the senior year. I recommend the student be permitted to enroll for the semester indicated above, subject to the guidelines established by the OSRHE and TCC. (Admission and enrollment proficiency requirements on reverse.) Signature \_\_\_\_\_ **Principal or Counselor**

**TO BE COMPLETED BY TCC STAFF:**

TCC:SEMESTER \_\_\_\_\_ GRAD. YR \_\_\_\_\_ CURRENT HS TRANSCRIPT \_\_\_\_\_ COMBINED LOAD \_\_\_\_\_ GPA \_\_\_\_\_  
 ACT/P-ACT: COMP \_\_\_\_\_ ENGL \_\_\_\_\_ MATH \_\_\_\_\_ READ \_\_\_\_\_ SCI \_\_\_\_\_ SAT/PSAT: COMP \_\_\_\_\_ RD/WR \_\_\_\_\_ MATH \_\_\_\_\_  
 ACCUPLACER: ACCR \_\_\_\_\_ SNE \_\_\_\_\_ WRT1 \_\_\_\_\_ AAF/ACCF \_\_\_\_\_ QAS/ ACCQ \_\_\_\_\_ SBASTDN \_\_\_\_\_  
 TCC STAFF \_\_\_\_\_ DATE RECEIVED \_\_\_\_\_ Revised 3-1-19

## Admission Requirements

- Admission to the College does not guarantee eligibility for course placement. All students must be juniors or seniors (junior status begins in the summer semester after the 10th grade) and eligible to graduate from high school in the spring of their senior year. (Students who attend unaccredited high schools and home schools must have completed enough high school coursework to be equivalent to an individual who is classified as a junior or senior at an accredited high school). Additionally, all students must meet the criterion below.
- The National ACT or SAT can be repeated without consequence. \*Only one *residual* ACT per year (from November 1 to October 31) is valid for admission and course placement. <sup>1</sup>This score is valid on SATs administered on or after March 5, 2016.
- Students not qualified by grade level may be considered for Opportunity Admissions (policy requirements: Okhighered.org).

Accredited High Schools		Unaccredited High Schools (including Home Educated)		Admission Documents	
National ACT	19 composite	National ACT	19 composite	1. ***Online application for admission (all students)	
Pre-ACT	19 composite	Pre-ACT	19 composite	2. Current academic year high school transcript (all students)	
*Residual ACT	19 composite	*Residual ACT	19 composite	3. Documentation of test scores (optional if applying under GPA option for accredited high schools)	
SAT <sup>1</sup>	990 composite	SAT <sup>1</sup>	990 composite	*** Receipt of TCC student ID number is the first step in the admission process. Admission is completed when all criteria have been met and the high school transcript is vetted.	
PSAT 10 <sup>1</sup> /NMSQ <sup>1</sup>	990 composite	PSAT 10 <sup>1</sup> /NMSQ <sup>1</sup>	990 composite		
OR High School GPA	3.0 unweighted				

## Enrollment Requirements

- At minimum, all students shall demonstrate college readiness in a particular subject area to be eligible to enroll in a college level course in the corresponding subject area. All students must meet the criterion below for enrollment. Any student who is unable to demonstrate college readiness in reading will not be permitted enrollment in college level courses.
- Students are prohibited from auditing courses or enrolling in physical education courses as well as any form of developmental education, including any configuration in which developmental education is embedded within a credit bearing course (i.e., Corequisite courses).
- Workload: Combined enrollment may not exceed 19 credit hours per long semester or 9 credit hours in the summer. Each high school course (1/2 unit) listed on the semester high school schedule shall be counted as 3 credit hours of load. ***Non-academic units are excluded.***
- Enrollment must be completed and delivered to TCC each semester. Re-enrollment is contingent upon the student maintaining a college GPA of 2.0 or higher in all college courses. Submission of form does not guarantee enrollment. Check MYTCC for semester enrollment.
- TCC Accuplacer course placement testing only (not an admission test): Students must present a completed TCC referral from a TCC academic advisor and must comply with all testing requirements. (<http://www.tulsacc.edu/student-resources/testing-services>).
- TCC student handbook <http://www.tulsacc.edu/student-resources/student-handbook>
- A detailed explanation of the OSRHE policy on dual credit/concurrent enrollment is available from the TCC Concurrent Enrollment Programs department at [concurrentenrollmentprograms@tulsacc.edu](mailto:concurrentenrollmentprograms@tulsacc.edu) or TCC enrollment at [enrollmentservices@tulsacc.edu](mailto:enrollmentservices@tulsacc.edu)

Curricular area	ACT or *Residual ACT	Pre-ACT (10th grade)	SAT <sup>1</sup>	PSAT10 <sup>1</sup> /NMSQ <sup>1</sup>	Accuplacer, Writeplacer & Success Navigator
Reading	19	19	510	510	See TCC advisor and testing center
English	19	19	510	510	See TCC advisor and testing center
Science	19	19	xx	xx	See TCC advisor and testing center
Math*	19*/ 20*	19*/20*	510*/520*	510*/520*	See TCC advisor and testing center
*Math score is dependent on the math course in which student is enrolling. A six-semester unweighted HS GPA is required in order to be considered for some math placement. For further information, please contact academic advising.					

## Tuition Waiver Information

- Read AND accept the *Terms and Conditions* in the Financial Aid Dashboard in MYTCC in order to receive the tuition waiver.
- Seniors:** TCC will waive tuition via Oklahoma's Attend College Early (ACE) tuition waiver. By Oklahoma statute, each high school sr. who meets the eligibility requirements for concurrent enrollment shall be entitled to receive a tuition waiver equivalent to the amount of resident tuition for a maximum of eighteen (18) credit hours in their sr. year beginning June 1 following the 11<sup>th</sup> grade. The tuition waiver may be used in the summer, fall, or spring. ACE waivers are awarded on a "first come-first served basis" as funds are available, and the student must follow the policy regulations including graduation from high school in the spring of their sr. year.
- Juniors:** In addition to the state of Oklahoma's senior tuition waiver, TCC provides a tuition waiver to each high school jr. who meets the concurrent enrollment eligibility requirements. Jr's shall be awarded a tuition waiver equivalent to the amount of resident tuition for a maximum of six (6) credit hours *per semester* (summer, fall, and spring) during the three semesters of the jr. year beginning June 1 following the 10<sup>th</sup> grade. TCC waivers are awarded on a "first come-first served basis" as funds are available, and the student must follow the policy regulations including being on track to graduate from high school in the spring of their senior year.