

DUAL CREDIT
New Student Recruitment
208.792-2378
208.792.2761 fax

TECH PREP
Tech Prep
208.792.2418
208.792.2568 fax

Dual Credit
Admission &
Registration Form

Office Use Only

ID# _____
S A N

Students applying for Lewis-Clark State Dual Credit courses offered at their high school must complete this application and registration form for each semester they wish to participate. This form must be approved by the appropriate official(s) at the high school before being submitted to LCSC. If registering for more than 7 credits, contact New Student Recruitment at 208.792.2378. Incomplete applications will not be processed.

Name Legal Last Legal First Middle Preferred			Semester <input type="checkbox"/> Fall <input type="checkbox"/> Spring <input type="checkbox"/> Summer Year _____		
Mailing Address Address <i>and/or</i> PO Box City State Zip			Phone Home () _____ Cell () _____		
Residency Have you lived in Idaho for the last 12 months? <input type="checkbox"/> Yes <input type="checkbox"/> No. If no, previous state: _____ If you are a WA Resident, have you lived in Asotin County for the last 12 months? <input type="checkbox"/> Yes <input type="checkbox"/> No. Can you claim Idaho residency for any other reason? <input type="checkbox"/> Yes <input type="checkbox"/> No. If yes, please explain on back.			Social Security Number (required) _____ - _____ - _____		
Parent/Legal Guardian (required) Name _____ () _____ Area Code Phone			Date of Birth (required) MM / DD / YY		
High School Name of High School (<i>do not abbreviate</i>) Anticipated Graduation Date: MM / YY			E-mail _____		
Citizenship: <input type="checkbox"/> U.S. <input type="checkbox"/> Other, if "other" continue. Resident Alien: <input type="checkbox"/> Yes <input type="checkbox"/> No If "Yes" please attach copy of Resident Alien Card If "No" what type of Visa do you hold? _____		Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female Ethnicity (optional): Are you Hispanic/Latino or of Spanish origin? <input type="checkbox"/> Yes <input type="checkbox"/> No Race (select one or more): <input type="checkbox"/> American Indian/Alaska Native <input type="checkbox"/> Asian <input type="checkbox"/> White <input type="checkbox"/> Black/African American <input type="checkbox"/> Native Hawaiian/Other Pacific Islander <input type="checkbox"/> International			
Dept <i>Example:</i> CHEM	Cat # 111	Sect HSL1	Title <i>Prin/Chemistry 1</i>	High school faculty signature required for each course if: (1) a Dual Credit course and student is 15; (2) a Tech Prep course and student is 14 or 15.	Credits 4
Office Use Only Date of Registration _____ Registrar's Initials _____			Office Use Only LCSC Advisor: _____ Date: _____		

For High School to Complete:

I certify the above student is at least 16 years of age by the 10th day of LCSC's term OR has completed half of his/her high school graduation requirements OR is at least 15 for Dual Credit courses/14 or 15 for Tech Prep courses AND has obtained required high school faculty signatures. I certify the students readiness to take college courses. I understand it is the responsibility of the high school, not Lewis-Clark State, to apply the above classes toward high school graduation requirements.

High School Counselor: _____ Date: _____

For Student and Parent/Guardian to Complete:

I have read the information regarding Dual Credit/Tech Prep at LCSC and understand the conditions of enrollment and the expectations of participation in either program:

1. **I am responsible for paying any and all fees when due.** Students taking classes at the high school will pay \$65 per credit, students taking classes on LCSC's campus will receive a discounted rate, students taking classes online will pay regular part-time fees.
2. Payment for fall classes is due by the last business day of September. Payment for spring classes is due by the last business day of February. Refunds have the same deadlines.
3. If fees are not paid in full by the payment deadline, a \$100 late fee will be applied OR the class schedule may be cancelled. Payment/refund information excludes Tech Prep.
4. The grades I earn will become part of my permanent college record. If I drop a class, I must withdraw from the class by filling out the add/drop form at LCSC (www.lcsc.edu/registrar/Forms/Forms.htm).
5. I hereby give permission for Lewis-Clark State College to release college grades to the high school and if applicable to the Idaho Tech Prep program.
6. Credit transfer is determined by the receiving institution.
7. I must be 16 years of age by the 10th day of LCSC's term OR have successfully completed one-half of my high school graduation requirements. Students under 16 years of age must receive special permission (see high school counselor signature section).
8. Some classes require the completion of two semesters to earn college credit. A decision not to complete both semesters will require the student to officially drop or totally withdraw from class(es) at LCSC. As a result of dropping the class(es), the student will have a permanent transcript showing a grade of "W" (withdrawn) for the dropped class(es).
9. By enrolling in Tech Prep eligible courses, I will be recognized in the Idaho Tech Prep program.

Student Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____