

Attention IDAHO Students:
Make sure you are in the
Advanced Opportunities Portal
for the classes listed below.



DUAL CREDIT

Registration
Deadline _____

Payment
Deadline _____

REGISTRATION FORM

Students applying for Lewis-Clark State College Dual Credit courses offered at their high school or LCSC on-campus classes must complete this registration form for each semester in which they wish to participate. This form must be approved by the appropriate official(s) at the high school before being submitted to LCSC. This form meets Idaho's Advanced Opportunities requirements in relation to the Fast Forward Program. **Only completed forms will be processed.**

REQUIRED STUDENT INFORMATION			LCSC USE ONLY		Term Applying For: <input type="checkbox"/> FA <input type="checkbox"/> SP <input type="checkbox"/> SU Year: _____	
LEGAL LAST NAME		LEGAL FIRST NAME		MIDDLE NAME		PREFERRED
SOCIAL SECURITY NUMBER (Required)		DATE OF BIRTH (required) Mo/Day/Year		GENDER M <input type="checkbox"/> F <input type="checkbox"/>		EMAIL
MAILING ADDRESS				CITY, STATE, ZIP		
STUDENT PHONE NUMBER		TEXTING OPT IN <input type="checkbox"/>		ETHNICITY (OPTIONAL)		U.S. CITIZENSHIP
		Texting Info see back #5 OPT OUT <input type="checkbox"/>		ARE YOU HISPANIC? <input type="checkbox"/> YES <input type="checkbox"/> NO		<input type="checkbox"/> U.S. <input type="checkbox"/> OTHER if other continue
HIGH SCHOOL		High School Class Standing and Graduation Year		SELECT ONE OR MORE OF THE FOLLOWING RACES		RESIDENT ALIEN? <input type="checkbox"/> YES <input type="checkbox"/> NO
		Fresh <input type="checkbox"/> Soph. <input type="checkbox"/>		<input type="checkbox"/> AMERICAN INDIAN/ALASKAN NATIVE <input type="checkbox"/> WHITE		If yes: Attach a copy of Resident Alien card
		Junior <input type="checkbox"/> Senior <input type="checkbox"/> Grad Year _____		<input type="checkbox"/> INTERNATIONAL <input type="checkbox"/> BLACK/AFRICAN AMERICAN		If no: What type of VISA do you hold? _____
INTENDED MAJOR		<input type="checkbox"/> IDAHO STUDENT (Fast Forward) See #8 on Back		NOTE - Multiple poor Dual Credit grades including "NC, W, F, K, or below satisfactory passing" can affect a student's Satisfactory Academic Progress (SAP). SAP is a condition of receiving financial aid as a full-time college student. http://www.lcsc.edu/financialaid/satisfactory-academic-progress-policy/		
		<input type="checkbox"/> OUT OF STATE (Cost is 25% of LCSC Part-Time Rate Per Credit. (This cost may Change each year.)				

DEPT	COURSE #	SECTION	TITLE	CREDITS	TOTAL \$ Cost for Class
EXAMPLE: CHEM	111	HS2L1	Principles of Chemistry	4	

SIGNATURES

I understand the information provided on the back of this form (including FERPA) will be recorded on my official college and high school transcripts and that I am responsible for submitting payment by the deadline. Progress and attendance at LCSC on-campus courses are the student's responsibility. Performance in these courses may affect graduation in the high school as well as use of Fast Forward funding, or future financial aid due to poor grades.

Student Name (please print clearly)	Student Signature	Date
Parent Name	Parent Signature	Date
Parent Relationship	Parent Phone Number	
Parent Email	LCSC Early College Coordinator's Signature	
Counselor Signature	Date	
Counselor Email (please print clearly)	Counselor Phone Number	
	Date	

Contact or Send Forms to Early College Programs
Phone 208-792-2209 • dualcredit@lcsc.edu • www.lcsc.edu/dual-credit • Fax forms to 208-792-2052

IMPORTANT DUAL CREDIT INFORMATION

1. **I am responsible for paying any and all Dual Credit fees when due.** Idaho students taking Dual Credit classes at the high school or on-campus/online will pay \$75 per credit. WA students taking classes at the high school or on-campus or online will pay 25% of the part-time on-campus per credit rate. These fees may change each year. The student is also responsible for all course fees and textbooks.

WAYS TO PAY:

- **Mail a check or money order to:**
Lewis-Clark State College Student Accounts, 500 8th Avenue, Lewiston, ID 83501
- **Log on to WarriorWeb and click “Make a Payment” under Student Accounts on the Student Menu and follow the steps to pay with an “E-check” or credit card.**
- **Call (208) 792-2351 and pay by credit card (American Express, Discover Card, MasterCard, VISA) or E-check. A non-refundable service fee of 2.5% will be assessed, in addition to the amount that you are paying for all credit and debit card payments.**

Visit www.lcsc.edu/student-accounts/payment-options for more information.

2. If fees are not paid in full by the payment deadline your class schedule will be canceled. If classes are canceled for non-payment, a \$100 reinstatement fee will apply. Contact your counselor for further details.
3. The grades you earn will become part of your official college transcript. If you drop or withdraw from a Dual Credit class you must fill out the add/drop form with your counselor’s signature. Any drop after the deadlines will result in a W on your transcript and no refund will be issued.
4. Progress, attendance, and grades in LCSC on-campus courses or online are the responsibility of the student and performance in these courses may affect graduation, Fast Forward funding, and the continuation of courses at LCSC per your high school guidelines. (Please contact your counselor regarding the repercussions of this.)
5. By signing this form, students give permission to Lewis-Clark State College to use any video, photographs, or audio taken for promotional materials. The signature also verifies that the cell number is accurate and will be used by LCSC for texting alerts, important updates, and deadline reminders. Standard messaging and data rates apply. Students can opt-out at any time by texting (**stop**).
6. Payment of fees does not guarantee receipt of college credit. An official LCSC transcript with a passing grade equates to college credit at our institution, but does not guarantee that the credit will be accepted at other institutions. **It is the student’s responsibility to check with the receiving institution to verify that Dual Credit classes will transfer.**
7. **Some classes require the completion of two semesters to earn college credit. If you do not drop prior to the drop deadline for Dual Credit you will receive a W on your transcript and receive no refund. If Fast Forward funds are being used, your account will be frozen and you will be responsible for those fees (out of pocket) before you are able to use Fast Forward funding again.**
8. If you have failed, withdrawn, or failed to drop a Dual Credit course at LCSC your Fast Forward funding will be frozen. You will be responsible for the amount of credits you did not have transcribed before funding will become available again. Speak with your counselor to learn more details.
9. Privacy Laws of Educational Records Release: Information Release - Lewis-Clark State College is required by the Family Educational Rights and Privacy Act (FERPA) to keep student records confidential. Without your express permission, we cannot share your student records with anyone but you (or appropriate college employees, high school counselors, or Dual Credit instructors).
10. By signing this form, you are allowing LCSC to disclose your academic and financial records to the parent/guardians, appropriate college employees, high school counselors and Dual Credit instructors. Without your signature, your parents cannot contact the college on your behalf. For more information: <http://www.lcsc.edu/registrar/ferpa/>

The student and parent signatures on the Registration Form signify that they have read and understand these policies.

Access WarriorWeb by logging on at: www.lcsc.edu/warriorweb

~ Verify that you are registered for the right classes ~ View your online statement and make a payment

~ Check your grades/view your transcript ~ Request your official transcript

WARRIORWEB & LCMAIL

WarriorWeb: Username: Typically, usernames are your first and middle initial and your entire last name. For example, John David Smith would be jdsmith. **Password:** This number is your eight-digit date of birth, entered without dashes or spaces. Some newer logins will have the six-digit date of birth. For example, 01/01/1991 would be entered as 01011991 or 010191. Call the IT Help Desk at (208) 792-2231 for assistance.

LCMail: Username: LCMail email addresses are formatted as username@lcmail.lcsc.edu. The username for LCMail is the same as WarriorWeb. If you’re not sure what your username is, click the “What’s My User ID” link at the bottom of the WarriorWeb page and follow the instructions to find out. **Password:** The default password for LCMail is the eight digits or six digits of your birthdate. If you have forgotten your password, please call the IT Help Desk at (208) 792-2231. For more information about LCMail, visit www.lcsc.edu/edu/it/for-students/lcmail-information.