

# Dual Enrollment at Tecumseh High School

## Who is eligible to Dual Enroll?

- a. Students who are in grades 11 or 12.
- b. Students who are enrolled in at least one course at Tecumseh High School.
- c. Students who have earned one of the qualifying scores in the subject that's consistent with the content area of the class you hope to take.

ACT	Math 18	Reading 17	English 21	Science 19
PLAN	Math 18	Reading 17	English 21	Science 19
SAT	Math 45	Critical Reading 44	Writing 49	

## What kind of classes can I take?

- a. Any course that is academically or career oriented.
- b. Any course that is not already taught at Tecumseh High School.
- c. Excluded courses include: Divinity/Theology, Hobby/Craft, and Recreation/Physical Education.
- d. Classes for which you are qualified (completed pre-requisites).

### Where can I take dual-enrollment courses?

Any local college or university that will accept you based on your application. Most commonly attended schools for Tecumseh students are: JCC, Siena Heights University and Adrian College.

### What will my schedule at Tecumseh High School look like?

You will need to be enrolled in a minimum of one class per semester and a maximum of five total classes at THS. In other words, to be dual enrolled you must drop at least one of your Tecumseh classes. You will be asked to drop either your 1<sup>st</sup> or 6<sup>th</sup> period class. You will not be permitted to drop 2<sup>nd</sup> through 5<sup>th</sup> if it requires that you come, leave and return to Tecumseh's campus.

### What is the cost associated with Dual Enrollment?

1. School districts are required to pay the lesser of:
  - a. The actual tuition, mandatory course fees, and registration fees ; or
  - b. the state portion of the students' foundation allowance, adjusted to the proportion of the school year they attend the postsecondary institution.
2. Based on State per-pupil funding, Tecumseh Public Schools will pay for \$ 570.50 per college course.
3. If the tuition for your class is more costly than this amount, the student is responsible for paying the difference.
4. The student is responsible to pay for books, lab fees or any other needed materials.
5. The student is responsible for their own transportation.

### Will I earn both College and High School credit?

1. You will earn high school credit at Tecumseh High School and your grade will transfer and factor into your high school GPA.
2. You will earn college credit with whatever institution you study with. However, it will be up to your final college choice (that you enroll in after you graduate) as to whether or not they will accept the credit as college credit.

### When do I sign up?

1. If you are interested in Fall dual enrollment, please see your counselor during the month of May during the preceding school year.
2. If you are interested in Spring dual enrollment, please see your counselor during the month of October in the current school year.
3. Keep an eye on college admissions & registration deadlines also.

### How do I apply?

1. Fill out the Tecumseh application and have it signed by your parents/guardian.
2. Research classes on line and attach a course description of the class of your interest.
3. Complete an admissions application for the College or University that you are interested in studying with.

4. Turn in the completed Tecumseh application, the course description, and the completed college application to your counselor. They will sign it (if approved) and pass it on to Mr. Mills who will give the final approval.
5. Once approved, the above documents will be copied and the originals will be returned to the student.
6. Once accepted, you must turn in the application at the college and enroll yourself in the class.
7. Attend class!
8. When course is completed, student must contact the college's registrar's office to request that official transcripts are sent to Tecumseh High School.

## Dual Enrollment Checklist:

- Student should fill out the Tecumseh Public Schools dual enrollment application.
- Student should have a printed description of the course they would like to take.
- Student should have the college application completed.
- Student will bring application, course description, and college application to their counselor. Counselor will sign forms.
- Forms then need to be signed by Mr. Mills, principal.
- Counselor will print a copy of the student's transcript and test scores.
- Counselor makes a copy of all completed and signed documents for the CA-60.
- Counselor gives all documents back to the student who then takes the documents to the college.
- Student enrolls at college as a dual enrollment student and is responsible for all additional paperwork and registration tasks.
- When course is completed, student must request that official college transcripts be sent to Tecumseh High School

## **Tecumseh Public School District Dual Enrollment Application**

TO: \_\_\_\_\_

FROM: Tecumseh High School Counseling & Administration

DATE: \_\_\_\_\_

The student listed below meets all requirements for dual enrollment as set forth in the State School Aid Act amended by PA 178, 1997.

STUDENT NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

SOCIAL SECURITY NUMBER: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_

**1. Expected year of graduation** \_\_\_\_\_

**2. Student is at least a junior.** YES\_\_\_\_\_ NO\_\_\_\_\_ (not eligible) Grade: \_\_\_\_\_

**3. Student has completed the following standardized tests and earned the minimum qualifying score listed below? (You must have completed at least one in order to be part of the dual enrollment program.)**

YES\_\_\_\_\_ NO\_\_\_\_\_ (not eligible) TEST DATE\_\_\_\_\_

**4. Student is enrolled in at least one high school course.** YES\_\_\_\_\_ NO\_\_\_\_\_ (not eligible)

**5. Student has updated EDP and course is in line with career path. Yes \_\_\_ No \_\_\_**

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**6. Courses to be taken at**

\_\_\_\_\_  
(Name of Institution)

COURSE NAME

\_\_\_\_\_

COURSE # \_\_\_\_\_

COURSE CREDITS \_\_\_\_\_

COST PER CREDIT HOUR \_\_\_\_\_

COURSE DESCRIPTION (Attach the post-secondary course catalogue description)

**7. Is a comparable course offered at Tecumseh High School?**

YES \_\_\_ NO \_\_\_ (If yes, not eligible for dual enrollment.)

**8. Is course academic or career oriented?**

YES \_\_\_\_\_ NO \_\_\_\_\_ (not eligible)

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Signatures below confirm that the Tecumseh Public School District accepts responsibility for payment of tuition and fees as outlined in Dual Enrollment Legislation. However, if the named student does not successfully complete the academic class indicated, I, student/parent, agree to reimburse the Tecumseh Public School District by the close of the current school year for all payments made to the college.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian  
Signature \_\_\_\_\_ Date \_\_\_\_\_

Counselor Signature  
\_\_\_\_\_ Date \_\_\_\_\_

Administrator  
Signature \_\_\_\_\_ Date \_\_\_\_\_

NOTES:

PLEASE NOTE: Student must show proof of course completion from attending institution prior to commencement. For additional information please see: <http://www.michigan.gov/>