

### 1-High School Information

Applying for admissions as :  Dual Enrolled (All or part paid by school)  Early Admit (Parent pays cost)  
 11<sup>th</sup> grader  12<sup>th</sup> grader  other \_\_\_\_\_ grader

High School Name: \_\_\_\_\_

School Telephone: ( \_\_\_\_\_ ) \_\_\_\_\_

### 2-Student Information

Student's Name: \_\_\_\_\_ SSN# or MCC ID# \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Telephone: ( \_\_\_\_\_ ) \_\_\_\_\_ My current age is \_\_\_\_\_ Is this your first semester at MCC?  Yes  No

I hereby: Grant permission to release information concerning my academic progress and grades to my high school. Understand that I am responsible for all costs associated with my and/or my child's tuition, fees and books or supplies that are not covered by my and/or my child's school. Acknowledge I may be waived temporarily from completing all of the admissions requirements set forth by MCC's enrollment policy. Upon high school graduation, I may be required to complete any enrollment steps that I may have omitted during my enrollment process as an Early/Dual Admitting High School Student.

Parent's Signature: \_\_\_\_\_ Parent's Name \_\_\_\_\_

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### 3-Approved Courses

**- Refer to requirements on the back of this form**

**Note: Students must contact MCC Admissions Office to register and/or drop any classes**

Please list the full course name (i.e., Math 101) when making your selection of course(s).

Will this/these courses be used to fulfill high school graduation requirements?  Yes  No What is the student's current GPA? \_\_\_\_\_

Fall 20□□

Winter 20□□

Spring/Summer 20□□

Fall 20□□	Winter 20□□	Spring/Summer 20□□
Alternative Choices	Alternative Choices	Alternative Choices

Counselor's Name \_\_\_\_\_

Counselor's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### 4-Mott Community College Instructor Consent

Semester: \_\_\_\_\_ Class: \_\_\_\_\_ Section: \_\_\_\_\_

MCC's Instructor Name: \_\_\_\_\_  
Please Print Name Signature

Date \_\_\_\_\_

\*By signing this form you as the instructor are consenting to allow the student that is under the age of 16 years old to enroll in your class.

### 5-Dual Enrolled Students School District Payment Authorization

Our records show that this student had met all of the requirements of the Post Secondary Enrollment Options Act of 1999. Further, this course(s) is/are not available in our school district, and that we will reimburse Mott Community College for tuition and fees in the amount indicated for these course(s). **\* Please Note: The student will receive a monthly bill until their balance is paid in full.**

Total Amount Fall: \$ \_\_\_\_\_ Total Amount Winter: \$ \_\_\_\_\_ Total Amount Spring/Summer: \$ \_\_\_\_\_

Authorizing Signature: \_\_\_\_\_  
Signature Title Date

School District Billing Address: \_\_\_\_\_

Send completed certification, admissions application and high school transcript to:  
Mott Community College Office of Admissions & Recruitment  
1401 E. Court St. Flint, MI 48503  
Fax (810) 232-9442 + Telephone (810) 762-0255

**OFFICE USE ONLY:** \_\_\_Cert \_\_\_HST \_\_\_GPA \_\_\_ACT/PT

\_\_\_Orientation \_\_\_AD/MS \_\_\_Perc

# Mott Community College

## Early Admitting/Dual Enrollment High School Students

Early admission to Mott Community College is available to any high school student who meets the following criteria: (The student is a second semester junior and has a minimum cumulative 2.5 grade point average; The student has the signed permission of the parent or guardian and the high school counselor or principal (parts 1–4 of Dual Enrollment/Early Admission Certification form). Exceptions can be made for those students the counselor or principal believe will benefit from an early college admission experience. Students are limited to **two** courses per semester (no more than 7 credits) and must maintain a minimum 2.0 GPA in each college course as well as in the high school courses. Students may enroll in subsequent semesters by submitting the completed signed Dual enrollment/Early Admission Certification for that semester.

**Dual Enrollment** through the State of Michigan is available to qualifying students in the 11<sup>th</sup> and 12<sup>th</sup> grades. Eligible students are those students in the 11<sup>th</sup> or 12<sup>th</sup> grade who have met the requirements for an endorsed diploma in a subject area of the High School Proficiency Test. A student in the 12<sup>th</sup> grade would be eligible under this bill for courses in the subject area in which the student has completed the requirements for an endorsed diploma, computer science, or foreign language courses not offered by the school and fine arts program as permitted by the district.

### **Eligible Courses are as follows:**

- The course is not offered by the school district; or is a course offered, but not available due to a scheduling conflict beyond the student's control as determined by the board of education.
- An academic course that is not ordinarily taken as an activity course.
- A course that the post secondary institution normally applies toward satisfaction of degree requirements.
- A course not in the subject area of hobby craft, recreation, physical education, theology, divinity or religious education.

### **Tuition and Fee Support**

#### **The school district is responsible for the lesser of:**

- The tuition, mandatory course fees, materials fees and registration fees required by the post secondary institution, and any late fees that result from the school's failure to make a required payment.
- The state portion of the student's foundation allowance, adjusted to the proportion of the school year they attend the post secondary institution.

***High school students are not eligible for federal financial aid. The student is responsible for transportation as well as any tuition, fees, books and supplies that are not paid by the school district. Additional criteria apply.***

### **Requirements: ALL HIGH SCHOOL STUDENTS APPLYING AS EARLY ADMISSION OR DUAL ENROLLED STATUS MUST/WILL:**

- Have a minimum 2.5 high school grade point average.
- Submit the Dual Enrollment and Early Admit Certification form to the Admissions and Recruitment Office.
- Submit a Completed Admissions Application to the Admissions and Recruitment Office (each academic year).
- Submit a high school transcript to the Admissions and Recruitment Office (each academic year)
- Picture identification will be required for admissions, placement and registration.
- Take the college placement assessment test and/or submit ACT scores of 20 or above in individual sections.
- Attend a new student orientation.
- Be limited to **two** courses per semester, no more than seven (7) credits.
- Meet all the prerequisites required for enrollment in a class.
- Have attended at least one semester before registering for e-Learning class(es).
- Any student under the age of 16 at the beginning of the semester must have the instructor's approval to attend the class. (see Under 16 years of age Certification Form).

**EARLY ADMISSION STUDENTS** must maintain a minimum 2.0 grade point in all college and high school course work. If the GPA drops below a 2.0, college enrollment is not allowed until after high school graduation. Students with less than a 2.5 GPA may be considered for enrollment in developmental courses only. Students will need to take the Placement Assessment unless waiver from this is obtained. Please see the Admissions & Recruitment Office for further instructions.

**DUAL ENROLLED STUDENTS** must submit the completed Dual Enrollment and Early Admit Certification form with the appropriate school signatures that authorizes the specific course(s) to be taken and indicating to whom the bill should be submitted. This application also certifies the student meets criteria for dual enrollment. Student must maintain a minimum 2.0 grade point average in all college and high school course work.

**HOMESCHOOLED STUDENTS** must submit the completed certification form and provide documentation of academic status. Including not limited to ACT or SAT scores and previous academic transcripts. Potential students must participate in the Placement Assessment prior to being admitted to the College. Students will be limited to **two** courses per semester (no more than seven credits).

**SUBSEQUENT & CONTINUED ENROLLMENTS** The Dual enrollment and Early Admit Certification must be submitted for all subsequent enrollments until the student no longer is eligible for Dual Enrollment or Early Admission status. Copies of high school grades for each semester after admission must be submitted prior to attendance for the next semester/session.