

Program Description

The Career Pathways for Success Dual Enrollment Program is designed for qualified high school juniors and seniors to enroll in college credit courses at Tri-County Technical College (TCTC) after receiving permission and recommendation from their high school. Students must carefully review the conditions for participation described below. This permission form must be signed by the student, parent/guardian, and the high school principal/designee prior to college admission.

Course Delivery Options

Courses are offered in the following formats:

- on selected high school campuses or other school/district-approved site;
- on one of Tri-County's campuses; or
- online/Distance Learning.

Students must consult with their high school counselors to select the best course delivery option and times to attend.

Conditions for Participation

Accommodations – Students must contact the Accessibility Resource Center (864-646-1564 or ARCenter@tctc.edu) several weeks prior to the first class session if accommodations are needed for a disability or special need.

Attendance – Students must understand that the college and high schools have separate academic calendars. Students must follow the college instructor's attendance policy and the college's academic calendar found on the college website at www.tctc.edu. (**NOTE: TCTC college courses may be scheduled when the high school is not in session, such as during spring breaks, teacher workdays, and other occasions.**)

College Policies – Students must review and adhere to policies found in the TCTC catalog (found at www.tctc.edu) and its appendices regarding grading, Student Code of Conduct – Academic Integrity Policy, and other information.

Course Policies – Students must meet all expectations of the instructor according to the course syllabus and published policies/procedures, including attendance at required activities on a TCTC campus; for example, required library research visits for some English courses. Students must communicate any class issues or concerns with their instructors.

Grades/Transcripts – Students must understand the following about grades and college transcripts:

- Official TCTC grades are reported as letter grades, not number grades;
- Dual credit (college credit applicable toward high school graduation) is awarded only by the high school;
- Failing a dual credit course may delay high school graduation;
- Final grades on any college courses taken in high school as dual credit will be included in initial LIFE scholarship eligibility calculations;
- Final grades on all college courses taken in high school will be included in calculations for retaining LIFE scholarship after college enrollment;
- All college grades will be included on the college transcript and factored in determining federal/state financial aid eligibility after high school graduation at Tri-County Technical College.

Payment – Students must pay tuition, fees, and book costs. (Some school districts arrange with the college to assist with a portion of tuition. These arrangements will be communicated to students through their school districts.)

Placement - Students must demonstrate through placement assessment the prerequisite knowledge needed to successfully complete college-level courses. (TCTC counselors are available to help students assess college readiness.)

Reporting – Students must inform their parents/guardians of progress in college courses (e.g. attendance, grades, etc.), as official grade reports will only be available to students, in accordance with college policies and federal guidelines. If applicable, students agree to allow TCTC to send information on their progress, including midterm and final grades, and other non-directory information, to partnering school district and/or high school officials.

Transportation – Students must make transportation arrangements, obtain a parking decal if taking courses on a TCTC campus, and adhere to all TCTC parking regulations.

Tips for Success

Course Transfer Tips

- Check FIRST with the college you plan to attend in order to verify course transferability (i.e., as elective credit, a major course requirement, a general education requirement, etc.).
- Contact and receive written assurance from any private institution in South Carolina or any public or private institution outside South Carolina of that institution's willingness to accept a dual enrollment course toward degree requirements.
- Determine the grade that must be earned in order to transfer (usually a grade of "C" or better is required).
- Determine what effect, if any, college credits will have on admission status or scholarship eligibility.
- Understand that taking TCTC classes means that a college transcript will be generated, which must be stated on admission and financial aid applications, so it is important to be in "good academic standing."

Course Success Tips

- **Check your college email in MyTCTC daily for important information from the college, advisors, or instructors.**
- Allow adequate study time in order to successfully meet all course requirements and take advantage of TCTC resources and services available to you as a college student.
- Expect numerous reading assignments and provide yourself uninterrupted time to complete them.
- Accept responsibility for your own learning and recognize that college courses are fast-paced and require independent learning.

Agreements

Name of High School _____

Date: _____

I, _____, have read and understand the conditions specified on this form. I have
PLEASE PRINT NEATLY - full student name
had the opportunity to attend an in-person or virtual dual enrollment orientation presentation and understand both the college processes and my academic responsibilities as a dual enrollment student and agree to take ownership of my success.

My signature below indicates my willingness to abide by these conditions and requirements. I realize I will be required to provide acceptable/appropriate documentation regarding my citizenship at the time of my application to TCTC.

Student Signature

Phone Number

Date of Birth

My first TCTC class will begin:

- Fall Semester
 Spring Semester
 Summer Semester

Expected High School Graduation Date

Student email address

To be admitted to TCTC, students must submit an ONLINE APPLICATION at www.tctc.edu.

As the parent/guardian for the above-named student, I have read the information and conditions for registering my student at Tri-County Technical College. I give permission for him/her to participate and will be held responsible for any unpaid balance.

Parent(s)/Guardian Signature

Date

As the principal/designee for the above-named student, I understand the conditions associated with taking Tri-County Technical College courses and grant permission for this student to register for dual enrollment courses.

Principal/Designee Signature

Yellow copy: Student copy
White copy: Tri-County Technical College
or HS counselor, who will submit to TCTC

Date

Please submit this form to:

Tri-County Technical College

Attn: C/O Dual Enrollment

POB 587

Pendleton, SC 29670

Email: HSDE@tctc.edu

Questions? Call (864) 646-1505, 646-1512 or 646-1504