



## Dual Enrollment Important Information for Students & Parents

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When you participate in Dual Enrollment you also become part of MCC, therefore we want to share the following important information with you. Before registering for a Dual Enrollment course, students will review and acknowledge the college information below. Upon submission of the online registration form, a summary page will be emailed to both the parent and student email addresses provided. We ask that you keep this information with your important school documents.

We wish you much success in high school and your MCC Dual Enrollment course.

By registering for an MCC Dual Enrollment course, **you understand:**

- Dual Enrollment courses are offered through Monroe Community College.
- When you complete a registration for a Dual Enrollment course, you are sending information to Monroe Community College and registering for a college course. Information that is incorrect or incomplete will delay your registration.
- Dual Enrollment students are limited to 11 credit hours per semester. This is about 3 classes. If you attempt to register for more than what is allowed, you will be asked to limit your selections.
- The course you are registering for and the MCC grade you receive will be recorded on an official MCC transcript. This course and grade become part of your **permanent college record**.
- Dual Enrollment courses are graded according to college standards and your final MCC grade may be different than your final high school grade. For grading questions contact your high school teacher.
- Dual Enrollment tuition must be paid in full by the tuition due date. If the bill is not paid in time you will be dropped from the MCC course(s).
- If you receive a scholarship or award which covers your entire tuition bill, you will NOT be dropped from MCC course(s). Scholarship deadlines are firm and you may ask your school for a list of Dual Enrollment scholarships.
- You may withdraw from the MCC course before the withdrawal deadline. Your transcript will indicate a “W” for courses from which you withdraw. Students and parents must talk to their high school teacher to initiate a withdrawal. The withdrawal deadline is posted on the Dual Enrollment webpage.
- You have received and reviewed the MCC Dual Enrollment Program brochure titled “What Students and Parents Need to Know”. The brochure provides you with pertinent college information and is also available on the Dual Enrollment webpage at [www.monroecc.edu/depts/dualenrollment](http://www.monroecc.edu/depts/dualenrollment)