

CHECKLIST FOR SUCCESS CONCURRENT (DUAL) ENROLLMENT

Purpose: To provide educational opportunities for high school students on the Community College campus. Below are the minimum requirements for students interested in pursuing these options.

Eligibility:

- ___ Student is at least 16 years of age.
- ___ Student has received recommendation from the high school principal and the President of the College, and submitted the form at registration.
- ___ At least three (3) high school courses are in progress (or 1/2 day for block schedule) and student is earning appropriate marks to fulfill graduation requirements.
- ___ Student must register on the **last day of general registration** at the College.
*For registration dates and times, please refer to a current course schedule.
Last day of general registration = _____
- ___ Official Durham Tech Authorization form is submitted to the Registration Office at the time of registration.
- ___ Student must meet prerequisites for Durham Tech course (ASSET test may be required).

General Requirements:

- ___ Students should expect to spend an average of five (5) hours per week outside of class on assignments and study pertaining to the class at Durham Tech. **The best way to accomplish this is to plan in advance.**
- ___ 90% attendance is required for success in college-level courses, and there are **no** excused absences.
- ___ An instructor cannot withdraw a student from class. In order to receive a "W," students must submit a drop form to the registration office by the official drop date. Failure to do so will result in an "F" for the course.
- ___ Courses at the collegiate-level are **participatory** and will require many of the following: active discussion, presentations, group activities, and rigorous student involvement.
- ___ Students are responsible for being prepared for all classes by having completed assignments, raising appropriate questions, and communicating with the instructor on a regular basis.

I have read and understand all the terms of this agreement and will strive for success.

_____ (signed) _____ (date)