

# **Dodge City Community College Concurrent Enrollment Partnership**

## **STUDENT GUIDE**

### **Concurrent Enrollment**

Concurrent Enrollment is a collaborative agreement between your high school and Dodge City Community College which allows you to complete college credit classes while a high school student. Courses are taught by approved high school teachers, during the normal school day in your high school.

This partnership provides an affordable, convenient way to jump-start your college education in a familiar environment.

### **Kansas Board of Regents**

#### **Policy on Concurrent Enrollment Partnership (CEP)**

#### **Student Eligibility for Enrollment**

Concurrent enrollment partnership pupil means a person who is enrolled in classes at a high school at which approved high school teachers teach college credit classes during the normal school day, who is in grades 10, 11, or 12, or who is gifted and is in grade 9, and is acceptable or has been accepted for enrollment at an eligible postsecondary education institution.

Concurrently enrolled students must meet institutional enrollment requirements, follow institutional procedures regarding assessment/placement, and satisfy course prerequisites. High school students enrolled in courses administered through a CEP may be officially registered or enrolled as non-degree or non-matriculated students of sponsoring postsecondary institution. To meet the “academic challenge” purpose of this policy, CEP students must have an acceptable score or subscore on a standardized placement test in order to enroll in a CEP course. Institutions may establish higher standards.

For more information on the Kansas Board of Regents CEP Policy go to [www.kansasregents.org](http://www.kansasregents.org)

#### **How do I take advantage of this?**

1. Ask your High School Counselor or Principal who the DCCC site coordinator is for your school.
2. Contact your site coordinator to find out what classes are offered.
3. Complete the appropriate forms.
4. Complete placement test (Use your ACT scores if you’ve taken it – otherwise DCCC will provide the COMPASS assessment through your site coordinator).
5. Get with the site coordinator regarding textbooks and any special considerations.

## **What else should I know?**

- These are college courses with the same content, rigor and student expectations as traditional courses taught on campus. You should be prepared for college-level work. In general, college level coursework implies a greater responsibility placed upon the student for academic success than is typically assumed in high school.
- Students enrolled in concurrent enrollment classes are responsible for tuition, fee, textbook and supply costs at the time of enrollment. This includes students who have been awarded a scholarship (Ford County, ETS, etc.) or are on financial aid. However, the students can pre-arrange for payment with the Business Office. A fee will be assessed for a payment plan.
- Students participating in this program will be enrolled as non-degree seeking, and may earn up to a total of 24 credit hours through concurrent enrollment partnership classes.
- Students will be responsible for following college policies and procedures as outlined in the college catalog available online at <http://www.dc3.edu/>.
- A student who completes the DCCC concurrent enrollment registration form is formally accepted as a concurrent enrollment student, and the grade/credit earned at completion of the class will be placed on permanent grade records at DCCC.
- Concurrent enrollment student grades are automatically recorded on permanent records within the DCCC Admissions Office. However, if a student chooses to enroll somewhere other than DCCC, one can request concurrent enrollment grades be forwarded through a transcript request form located in the DCCC Admissions Office.

## **Dodge City Community College Concurrent Enrollment Contact information:**

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