DCC
Danville Community College

DUAL ENROLLMENT
Parent Permission Form

The Danville Community College Dual Enrollment program allows high school students to meet the requirements for high school graduation while simultaneously earning college credit. This is at *no cost* to you. Taking a dual enrollment class will allow you to get college credit while in high school which means saving money and time. **In order to enroll in a dual enrollment course at your high school you will need to follow the directions below.** *This form must be completed for each dual enrollment course, signed by the student and the parent/legal guardian and returned to your dual enrollment instructor by the end of the first week of school.* If this form is not completed and returned, you will <u>NOT</u> be able to take the class. Please be aware that this is a college level course and you will receive a grade for this class from DCC as well as from your high school.

Enrolling in Dual Enrollment (DE) coursework is a three-step process. All prospective DE students must receive qualifying placement test scores in order to enroll in a DE course. If you have questions about the process, your first point of contact is your high school guidance counselor.

Directions for enrolling in dual enrollment courses:

❶**Complete an Online Admissions Application** at https://apply.vccs.edu. *If you have taken the Virginia Placement Test (Dcc's Placement Assessment) you have already completed an application online.* You will be assigned a Student ID number so that your Social Security Number will not be used as your identifying number. Please note: It is recommended that you enter your Social Security Number, as not doing so will limit your ability to access DCC's online student resources. ***This page must be signed and returned to your dual enrollment instructor.***

❷**All Students taking dual enrollment courses must take the Virginia Placement Test and test eligible to receive college credit or submit qualifying ACT, PSAT, and SAT scores**. ALL testing must be completed by August 22. Call 434.797.8460 or e-mail DCC_Placement@dcc.vccs.edu for an appointment. ALL STUDENTS are encouraged to take the practice assessment before testing which is available at **www.dcc.vccs.edu/studentServices/Admissions/PlacementTesting.**

❸**Have this form completed and signed by your Parent/ Legal Guardian and returned to your dual enrollment instructor if the course has started or to your guidance counselor if the course has not started.**

If you have questions about this form or about the dual enrollment program, please contact Cathy Pulliam, Coordinator of Admissions, Enrollment Management and Student Outreach at 434.797.8538 or cpulliam@dcc.vccs.edu.

Student Information (PLEASE PRINT):

Dual Enrollment Course:_____ **High School:**_____

Name:_____
First Name   Middle Name   Last Name   (Siffix-Jr., #rd)

DCC ID/EMPLID#:__ __ __ __ __ __ __   Social Security Number:___ ___ ___-___ ___-___ ___ ___ ___
                                                    See privacy statement, which can be obtained in the Admissions Office

Date of birth: _____/_____/_____   Phone Number: (_____)_____

Student and Parent/Legal Guardian (PLEASE SIGN):

The above named student has permission to be registered for dual enrollment courses at Danville Community College. I certify under penalty of disciplinary action that all of the information given in the Admissions Application is complete and accurate. I agree to supply the college with supporting documentation related to my application, if I am requested to do so.

Signature of Student:_____ Date:_____

Signature of Parent/Legal Guardian:_____ Date:_____