

Dual Credit Transcript Request Form SUMMER 2023

PAPERWORK DEADLINE: Submit to High School Counselor for approval by the designated date set by your high school. Incomplete paperwork will result in students being prohibited from enrollment

PLEASE PRINT

Name: Last		First		Middle	Current Grade Level:
Mailing Address: Number		Street	City	State	Zip Code
Graduation Year:					
Home Telephone	Cell Phone	Birthdate	High School ID No	Social Security No	
Email Address: (PLEASE PRINT CLEARLY)		Name of High School:			

HCC ID number:

IS THIS YOUR FIRST TIME TAKING A DUALCREDIT CLASS? _____YES _____NO

<p style="text-align: center;">DUAL CREDIT PAPERWORK CHECK LIST</p> <p style="text-align: center;">STUDENTS WILL NOT BE ABLE TO ENROLL IN CLASSES WITHOUT THE FOLLOWING COMPLETED DOCUMENTS</p> <p>Dual Credit Transcript Request Form</p> <p>Bacterial Meningitis vaccination verification form and valid Meningitis vaccination record (Required for <u>classes or at an HCC campus</u>)</p> <p><input type="checkbox"/> Dual Credit Waiver Approval Form and Student Commitment</p> <p><input type="checkbox"/> Office of Student Records Dual Credit Residency Change Form</p> <p><input type="checkbox"/> Complete online New Student Orientation</p> <p><input type="checkbox"/> Official High School TERM Transcript with Qualifying Test Scores (High School Representative to attach)</p> <p><input type="checkbox"/> Student does not meet requirements and needs TSI testing (High School Representative will inform student)</p>

Student Signature / Date	Parent Signature / Date
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High School Personnel: All items listed above must be uploaded using Smartsheet.