

## Hawkins High School Dual Credit Agreement

As a dual credit student at Hawkins High School, my parent/guardian and I are agreeing to the following guidelines and terms for enrollment into the dual credit program (More detailed information can be found in the dual credit handbook located on the counselor's website):

- All work required of the course is the responsibility of the student.
- Communication between student and instructor should be established and issues, questions, concerns, etc. should be communicated to the instructor of the course first. If, after communicating with the instructor there are still questions, concerns, or issues, let Mrs. Weiss know. However, ultimately, the responsibility falls to the enrolled student.
- Please know and understand all rules, regulations, and guidelines of the institution to which the student is enrolled.
- Hawkins High School does not have access to all course information, such as grades, assignments, course schedules, etc. Make sure the student is keeping up with the information.
- Hawkins ISD pays  $\frac{1}{2}$  of tuition and fees. TJC pays the other half for students who are on free/reduced lunch; otherwise, students are responsible for  $\frac{1}{2}$  of all tuition and fees. All students are responsible for purchasing their own textbooks for dual credit classes. (If HHS has a class set, these will be checked out to students, but if a class set is not available, students will need to purchase or rent their own books.)
- It is the student's responsibility to ensure that the course will transfer to the intended college/university and that the course is on the specified degree plan.
- If the student decides not to take the course, it is his/her responsibility to follow proper institution procedures including submitting the official drop form with signatures to Mrs. Weiss. (The timing of the submission of this form determines whether or not a partial refund will be issued and whether or not a grade of "W" will be entered onto the transcript.)
- Students taking dual credit courses that have a state mandated End of Course exam will be responsible for ensuring that he/she get the required content for the EOC. If the student does not meet standard on the EOC, he/she will be required to enroll in a HHS course for local credit to obtain the instruction needed to prepare for the exam.
- The grade given for dual credit courses cannot be replaced on a transcript by taking the course again—all dual credit grades are on transcripts and will be calculated in GPA according to HHS guidelines.
- Taking a dual credit class is a privilege. Attendance and discipline issues will be taken into consideration for approval. Excessive absences may result in denied credit and loss of dual credit privileges.

Printed Student Name: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Parent Name: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_