Dual/Joint Enrollment Student Responsibility Checklist

• **Complete the Dual/Joint Enrollment online or paper admissions application.** The admissions application must be signed by your parent/legal guardian. New students will be assessed a non-refundable $10 application fee. Eligible students must be junior or senior in high school and have a cumulative high school GPA of 3.00. The online and paper admissions applications are available at [www.dscc.edu/dualenrollment](http://www.dscc.edu/dualenrollment).

• **Follow up with your high school counselor** to be sure they send your high school transcript and ACT or PLAN scores. To enroll in an English course, your ACT sub score in English must be at least 18 and Reading must be at least 19. To enroll in a mathematics course, your ACT sub score in math must be at least 22. An exception to this condition may be made at the recommendation of the high school counselor and if the student has at least a 19 Math ACT sub score.

• **Verify your citizenship if you are 18 years of age or older.** To verify citizenship, DSCC will require the student to provide a copy of one of the following documents: a valid TN driver license or photo identification license; a valid driver license or photo identification license from another state (except for Utah and New Mexico); an official birth certificate issued by a U.S. state, jurisdiction, or territory, except for Puerto Rican birth certificates issued before July 1, 2010; a U.S. government-issued certified birth certificate; a valid, unexpired U.S. passport; a U.S. certificate of birth abroad; a report of birth abroad of a citizen of the U.S.; a certificate of citizenship; a certificate of naturalization; or a U.S. citizen identification card.

• **Present proof of two doses of the Varicella (Chickenpox) vaccine, laboratory evidence of immunity, or a history of Varicella disease from a health practitioner,** if you plan to enroll in 12 or more credit hours per semester.

• **Submit any college/university transcripts that reflect completed Dual Enrollment coursework** at any and all institutions other than Dyersburg State by **May 1 for summer enrollment, September 15 for fall enrollment, and by February 1 for spring enrollment.** Failure to submit an official transcript documenting any previous dual/joint enrollment coursework will prevent DSCC from requesting the TN Dual Enrollment Grant funds on behalf of the student, as a requirement for the receipt of said funds is dependent upon maintaining a 2.75 GPA in ALL Dual Enrollment coursework, no matter the institution. If a student fails to supply their college transcript, they will be billed by DSCC for the full $300.

• **Apply for the $300 Dual Enrollment Grant provided by the Tennessee Student Assistance Corporation (TSAC) online at [WWW.COLLEGEPAYSTN.COM](http://WWW.COLLEGEPAYSTN.COM).** Not completing this online application will result in the student being billed by DSCC for the full $300. A student who does not qualify for the TN Dual Enrollment Grant for any and all reasons, including residency or GPA, will be billed by DSCC for the full $300. A student who is participating in Dual/Joint Enrollment courses at more than one college/university and chooses to send the Dual Enrollment grant to an institution other than DSCC will be billed by DSCC for the full $300.

• **Complete the TSAC Dual Enrollment Grant Program Additional Courses Agreement,** if the student is enrolling in two or more classes in a semester and wishes to borrow an additional $300 from their future Hope Scholarship funds. The student must be Hope Scholarship eligible and the amount borrowed from future HOPE scholarship funds will be deducted “dollar for dollar” during the first year of enrollment at a HOPE eligible institution.

• **Contact the Business Office to arrange for payment of all fees associated with participating in the Dual Enrollment program at Dyersburg State.** Fees may also be paid online via your MyDSCC student account. To pay your fees online, login to your MyDSCC account. Go to the Student Tab and click the Payment of Fees/Confirmation of Enrollment link. Financial Aid options are available. For more information, contact the Dual Enrollment Coordinator at 731-286-3324 or [ENROLL@DSCC.EDU](mailto:ENROLL@DSCC.EDU), or the DSCC Business Office at 731-286-3306.