



4. Dual credit students shall be provided with one attempt at the end-of-course assessment in a given College semester term. If the student is absent on the day that the end-of-course assessment is administered, he or she will be allowed to “make up” the attempt during a subsequent testing session.
5. Dual credit students will provide a school or government issued form of identification at the time of the assessment.
6. Within two years of high school graduation, the student should enroll as a degree-seeking student at DSCC. Students eligible for DSCC credit must pay a \$25 transcription fee prior to census date to have the credit posted to the DSCC transcript.

Course credit will be awarded upon being officially admitted and completing at least one course at **(INSERT COLLEGE NAME)**. The college course, credit hours and a grade of "Pass" will be shown on the **(INSERT COLLEGE NAME)** transcript. Transfer of this dual credit to other institutions is at the discretion of the receiving institution.

Both the **(BOARD OF EDUCATION/HIGH SCHOOL/SCHOOL SYSTEM)** and the **(INSERT COLLEGE NAME)** shall comply with all applicable State and Federal laws and regulations including, without limitation, the Family Educational Rights and Privacy Act (FERPA) and College policies and guidelines in the performance of this agreement.

This Agreement shall be effective for the period commencing on **[START DATE]** and ending on **[END DATE]**.

This agreement may be terminated by either party by giving written notice to the other at least 30 days before the effective date of termination.

IN WITNESS WHEREOF:

**[BOARD OF EDUCATION/HIGH SCHOOL/SCHOOL SYSTEM LEGAL ENTITY NAME]:**

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**[INSERT NAME AND TITLE]**

**Date**

**[INSTITUTION NAME]:**

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**[INSERT NAME AND TITLE]**

**Date**

**Tennessee Board of Regents:**

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Vice Chancellor for Academic Affairs

**Date**

## **Excerpt from the DSCC Catalog & Student Handbook:**

### **Dual Credit (Credit by Assessment)**

Through articulation, Dual Credit or Credit by Assessment is an opportunity available to recent high school graduates (within two years of graduation) to receive credit and/or advanced placement at DSCC for specific courses completed in high school.

The Dual Credit process begins while the student is enrolled in high school and culminates after the student graduates from high school and enrolls at DSCC.

*To apply for Dual Credit, a high school student must adhere to the following procedures:*

1. Complete a high school course which aligns with a DSCC course.
2. Pass the challenge exam for the DSCC articulated course.
3. With the assistance of the high school guidance counselor or instructor, complete an Application for Dual Credit and send it to the Dean of Business, Technology and Allied Health or Dean of Arts and Sciences.

*Following high school graduation:*

1. Within two years of high school graduation, enroll as a degree-seeking student at DSCC.
2. After the census date, dual credit for the articulated course will be posted to the DSCC transcript.

*Note: Articulated credit applications will be held for two years after the student has graduated from high school.*