

## Dual Enrollment for High School Students

### What Is Dual Enrollment?

Dual Enrollment is an opportunity for eligible high school juniors and seniors to get a jump-start on college. Eligible students can take college courses while they are still enrolled in high school and receive college credit. Dual Enrollment students receive credit toward high school graduation requirements in addition to DSCC credit. Dual Enrollment students may request the Tennessee Dual Enrollment Grant.

Students who have junior or senior standing in high school and a 3.0 (“B”) average on high school work completed are eligible. Since some students may excel in a particular area of study but may not have an average of “B” on all high school work completed, an exception to this condition may be made at the recommendation of the high school counselor or principal or the high school teacher in the subject area of interest.

### To participate in the Dual Enrollment Program and, if desired, to receive the Dual Enrollment Grant:

#### **STEP 1**– Complete the attached DSCC Dual Enrollment Application

- The Dual Enrollment Application includes a Immunization Health History form that provides detailed information about Hepatitis B, Measles, Mumps and Rubella and Varicella. Tennessee law requires that this form must be completed prior to registration. Both the student and a parent must sign the Immunization Health History form if the student is under 18.
- The student and parent must sign the application form and return it and the Immunization Health History form to the Office of Enrollment Services or your high school counselor.

**STEP 2**– Complete the Tennessee Student Assistance Corporation (TSAC) online application for the Dual Enrollment Grant at <https://www.tn.gov/collegetpays/money-for-college/tn-education-lottery-programs/dual-enrollment-grant>. To request funds toward your educational costs, complete the online application by the appropriate deadline: September 15 for fall semester; February 1 for spring semester or May 15 for summer semester. DSCC’s priority grant application deadline is the published payment due date which is August 10, 2020.

- Click on “Application found within the TSAC Student Portal.”
- Click on “Register” if you need to create an account or click on “Sign In” if you already have an account.
- Fill out all of the required fields and Challenge Questions when creating a new account. Please note that everything is case-sensitive and your password must be 6-25 characters, must include letters and numbers, and cannot contain the Username, First Name or Last Name.
- Login using your new username and password and click on Apply for TSAC Aid. Scroll down the list and select the DE Grant application for the appropriate academic year. Make sure to choose DSCC as the college choice on this application.
- The Dual Enrollment Grant, provided by the Tennessee Education Lottery Scholarship Program, provides partial funding toward tuition and fees for college courses taken while in high school. As a courtesy, DSCC initially applies the first grant amount per semester to the student’s account. However, if the student fails to apply, does not qualify to receive the grant, or chooses to use the grant at another college/institution, the grant total will be added to the balance owed and the student will be responsible for the amount.

**STEP 3** – Ask your high school counselor to send an official copy of your high school transcript to the DSCC Office of Enrollment Services. If you want to enroll in an English or mathematics course, provide official ACT scores (if not listed on the high school transcript, go to <https://www.actstudent.org/scores/send> to have your scores sent to DSCC). 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 (excluding MATH 1530 Introductory Statistics), your ACT sub score in math must be at least 22. Students wishing to enroll in MATH 1530 must have an ACT math sub score of at least 19.

**STEP 4** – Pay any balance owed or set up deferred payment arrangements online at [www.dsc.edu](http://www.dsc.edu) through the MyDSCC student portal by the advertised deadline. Fall 2020 tuition and fees are due by **August 10, 2020**. If you do not pay fees by stated deadlines, you will be dropped from the program. Dependents of public school teachers and TBR or UT employees may qualify for a discount. Discount forms may be obtained from the parent’s employer and should be received by the Business Office by the deadline to pay fees. Call the Business Office with questions at 731-286-3319.

**STEP 5** – Students are expected to have the necessary books at the beginning of each semester. The cost of books, if not provided by the high school, will be the responsibility of the student.

For more information on DSCC’s Dual Enrollment program, call the Office of Admissions at 901-475-3132 or email [enroll@dsc.edu](mailto:enroll@dsc.edu).

**Dual Enrollment students are responsible for paying all tuition and fees prior to the beginning of the advertised term start date.**

## DSCC Dual Enrollment Financial Aid/Payment Options

**Books** - The cost of books varies by course. Books may or may not be provided by the high school. Check with your instructor or guidance counselor to determine if you need to purchase the book for a course held at the high school.

**Tennessee Dual Enrollment Grant** - *DEADLINE TO APPLY for Fall Semester is Sept. 15; Spring Semester is Feb. 1; Summer Semester is May 15.* To request funds toward your educational costs, complete the online application for the TN Dual Enrollment Grant at [www.collegepaystn.com](http://www.collegepaystn.com) before the appropriate deadline. Students who apply for the Dual Enrollment Grant after the DSCC fee payment deadline, August 10, 2020, must pay their balance up front and be reimbursed once grant funds are applied. A student must be considered a high school junior or senior to qualify, have a 2.75 GPA in all previous Dual Enrollment coursework and have lived in Tennessee for a calendar year. Dual Enrollment students who do not qualify for the Dual Enrollment Grant, fail to apply for the grant, or choose to utilize the grant at a college/university other than Dyersburg State, will be responsible for 100% of their tuition.

**HOPE Borrowing Program** - *DEADLINE TO APPLY for Fall Semester is Sept. 15; Spring Semester is Feb. 1; Summer Semester is May 15.* Students who apply for the Dual Enrollment Grant after the DSCC fee payment deadline, August 10, 2020, must pay their balance up front and be reimbursed once grant funds are applied. To request additional grant funds toward a second and third dual enrollment course, a student must: qualify for the Tennessee Dual Enrollment Grant at DSCC; be enrolled in at least two (2) courses during the same semester; meet the eligibility requirements for the Tennessee Education HOPE Lottery Scholarship by earning a composite of 21 or better on a national ACT test or by maintaining a high school cumulative GPA of 3.0 or better. To apply for this program a student must electronically accept the Additional Courses Acknowledge Agreement when completing the online TN Dual Enrollment grant application. The Tennessee Dual Enrollment Grant and HOPE Borrowing funds can only be paid to one college. After the first three TN Dual Enrollment Grants have been awarded (\$1,200), each subsequent grant award will deduct from the student's HOPE Scholarship. 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.

**Dependent Discounts** - Dependents of Certified Public Teachers receive a 25% discount with a completed discount form. Dependents of TBR or UT employees and certain other state employees receive a 50% discount with a completed discount form. Employees must contact their human resource officer to receive the needed form. Be sure all needed signatures are received before forwarding the form to DSCC. Call the DSCC Business Office at 731-286-3319 to determine the balance you owe after the discount. Eligible dependents qualify regardless of grade level.

### Methods of Payment

**Online by Credit/Debit Card** - At [www.dsccl.edu](http://www.dsccl.edu), click MyDSCC; Log in with your Username and Password; Click on the Student Tab; Under Registration Tools, select Payment of Fees/ Confirmation of Enrollment; Select Term and click Submit; Select Yes, I will attend during the upcoming semester. Click Continue. You will then be taken to your student account activity page; Select Recent Account Activity and then click Make a Payment; Select Pay or Make a Payment; Follow payment directions.

**In Person by Cash, Check or Credit/Debit Card** - Payments will be accepted at the Business Office in the Eller Administration Building or at the One Stop Center in Dyersburg, at the DSCC Gibson County Center and at the DSCC Jimmy Naifeh Center at Tipton County during regular office hours - 8:00 a.m. to 4:30 p.m. Monday thru Friday.

**By Mail** - Mail your check payable to DSCC to Dyersburg State Community College Business Office, 1510 Lake Road, Dyersburg, TN 38024.

**Deferred Payment Plan** - To enroll, you must pay a down payment of at least 50% of your account balance plus a \$25 deferred plan service fee. The remaining account balance will be deferred, at 0% interest, and will be payable in two monthly installments. If your installments are not paid as agreed, you agree that your account may be assessed late fees up to \$100.00 per term.

**Refund Policy** - Refunds of Tuition only are allowed for the first 25% of the term. *No refunds will be made beyond the 25% period.* 100% of fees will be refunded for classes canceled by the institution. 100% of fees will be refunded for "drops" or "withdrawals" *prior to the first official day of the term.* No refund will be made during the official registration period. *If you drop a class or withdraw completely on the first day of the term, you are not in the 100% refund period.* 100% of fees will be refunded in case of student's death.



**DYERSBURG STATE**  
COMMUNITY COLLEGE

**Dyersburg • Covington • Trenton**  
1510 Lake Road, Dyersburg, TN 38024  
731-286-3200 / [www.dsccl.edu](http://www.dsccl.edu) / [enroll@dsccl.edu](mailto:enroll@dsccl.edu)

# Dual Enrollment Application

Please Check the First Term You Plan to Attend Classes:  Fall 20\_\_\_\_,  Spring 20\_\_\_\_,  Summer 20\_\_\_\_

## 1. To Be Completed by Student

Name: \_\_\_\_\_

\*SSN: \_\_\_\_\_

Mailing Address:

Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone No: (\_\_\_\_) \_\_\_\_\_ Cell No: (\_\_\_\_) \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Birthplace State: \_\_\_\_

Email Address: \_\_\_\_\_

Gender (Select One): \_\_\_\_ Male \_\_\_\_ Female

Date of TN Residency: \_\_\_\_/\_\_\_\_/\_\_\_\_

● **SELECTIVE SERVICE INFORMATION:** All male citizens of the U.S. or Resident Aliens between the ages of 18 and 26 must have registered with Selective Service prior to registering for classes. This requirement does not apply to those exempt by federal law or veterans. Indicate whether or not you have registered with Selective Service as of today:

Yes  No  Exempt

● **HAVE YOU BEEN CONVICTED OF COMMITTING A FELONY CHARGE INVOLVING A CONTROLLED SUBSTANCE OR DANGEROUS DRUG? PLEASE MARK ONE CHOICE:**

NO  YES\*\*

\*\*IF YES, PLEASE GIVE DATE OF CONVICTION: \_\_\_\_\_

● **Are you a U.S. Citizen?**

Yes, I am a U.S. citizen

No, but I am an eligible non-citizen: Reg. No \_\_\_\_\_

No, I'm none of the above

● Do you consider yourself to be Hispanic/Latino/Spanish

Origin?  Yes  No

In addition, select one or more of the following racial categories to describe yourself:

White  Black or African American  Asian

American Indian  Alaskan Native

Native Hawaiian or Pacific Islander

● **High School:** \_\_\_\_\_

**Grade Level:** \_\_\_\_\_ **Anticipated Graduation Year:** \_\_\_\_\_

Notice: I certify that I am enrolled in high school and have completed the 10<sup>th</sup> or 11<sup>th</sup> grade. I understand that failure to apply and enroll at an eligible postsecondary institution will void the processing of this application to participate in the Dual Enrollment Grant program. I understand that the application shall be properly completed each semester in order to qualify. I understand that the grant shall be utilized for courses I complete that count toward hours of postsecondary credit. I also understand that if I withdraw from the postsecondary institution I will be asked to pay the postsecondary institution for the courses, less any refund warranted by the postsecondary institution's refund policy. \* In accordance with the Privacy Act of 1974, please be advised that the requested disclosure of your Social Security Number is voluntary and optional. Your Social Security Number will not be disclosed to individuals or agencies outside of the institution except in accordance with the institutional policy on student records.

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## 2. To Be Completed by Parent/Guardian

I give permission for \_\_\_\_\_ to take Dual Enrollment classes with Dyersburg State Community College. I understand that grant or other financial support for dual enrollment may not completely cover costs. I understand that I will be responsible for payment of tuition, fees, books, and other expenses associated with these classes. I understand that due to federal regulations, federal aid (such as Pell grant) and regular college scholarships are not available for Dual Enrollment students. I understand that billing and pertinent college correspondence will occur through the student's official DSCC campus email account.

Signature: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Relationship to Student:  Parent  Guardian

**Immunization Health History Form**  
**All Students Must Complete and Sign**

Name: \_\_\_\_\_  
Last First Middle

Date of Birth: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_ D#: \_\_\_\_\_  
Month/Day/Year

TO BE COMPLETED BY COMPLETED BY NEW APPLICANTS ONLY

The General Assembly of the State of Tennessee mandates that each public or private postsecondary institution in the state provide information concerning measles, mumps, rubella, varicella, and hepatitis B infections to all students matriculating for the first time. Tennessee law requires that such students complete and sign a waiver form provided by the institution that includes detailed information about these diseases. The required information below includes the risk factors and dangers of these diseases as well as information on the availability and effectiveness of vaccines for persons who are at-risk for these diseases. The information concerning each disease is from the Centers for Disease Control and the American College Health Association.

The law does not require that students receive vaccination for enrollment. Furthermore, the institution is not required by law to provide vaccination and/or reimbursement for the vaccine.

**Hepatitis B (HBV) Immunization**

Hepatitis B (HBV) is a serious viral infection of the liver that can lead to chronic liver disease, cirrhosis, liver cancer, liver failure and even death. The disease is transmitted by blood and or body fluids and many people will have no symptoms when they develop the disease. The primary risk factors for Hepatitis B are sexual activity and injecting drug use. This disease is completely preventable. Hepatitis B vaccine is available to all age groups to prevent Hepatitis B viral infection. A series of three (3) doses of vaccine are required for optimal protection. Missed doses may still be sought to complete the series if only one or two have been acquired. The HBV vaccine has a record of safety and is believed to confer lifelong immunity in most cases.

\_\_\_\_\_ I hereby certify that I have read this information and I have had the entire series of the Hepatitis B vaccine.

\_\_\_\_\_ I hereby certify that I have read this information and I have elected not to receive the Hepatitis B vaccine.

\_\_\_\_\_ I hereby certify that I have read this information and I have elected to receive the Hepatitis B vaccine and/or I am in the process of receiving the complete three dose series of the Hepatitis B vaccine.

**Measles, Mumps, Rubella (MMR) and Varicella Immunizations**

Measles causes fever, rash, cough, runny nose and red, watery eyes. Complications can include ear infection, diarrhea, pneumonia, brain damage and death.

Mumps causes fever, headache, muscle aches, tiredness, loss of appetite and swollen salivary glands. Complications can include swelling of the testicles or ovaries, deafness, inflammation of the brain and/or tissue covering the brain and spinal cord (encephalitis/meningitis), and, rarely, death.

Rubella causes fever, sore throat, rash, headache and red, itchy eyes. If a woman gets rubella while she is pregnant, she could have a miscarriage or her baby could be born with serious birth defects.

Varicella (chickenpox) causes blister-like rash, itching, fever and tiredness. Complications can include severe skin infection, scars, pneumonia, brain damage or death.

You can protect yourself against these diseases with safe and effective vaccinations.

\_\_\_\_\_ I hereby certify that I have read this information and I have had the entire series of the MMR and Varicella vaccines.

\_\_\_\_\_ I hereby certify that I have read this information and I have elected not to receive the MMR and Varicella vaccines.

\_\_\_\_\_ I hereby certify that I have read this information and I have elected to receive the MMR and Varicella vaccines and/or I am in the process of receiving the complete series of MMR and Varicella vaccines.

Signature of Student: \_\_\_\_\_ Date: \_\_\_\_\_  
(Parent/Guardian must sign if student is under the age of 18)

*For more information about these diseases and the vaccine schedules, please contact your local health care provider or consult the Center for Disease Control and Prevention Website at: [www.cdc.gov/health/default.htm](http://www.cdc.gov/health/default.htm).*

**Student FERPA Release**

The Family Educational Rights and Privacy Act of 1974 as amended (FERPA), requires the following information so that we can release student information to parents/guardians. Please complete and sign:

I give Dyersburg State Community College permission to release any information to my high school officials and the persons identified below regarding attendance, grades, academic standing, dual enrollment grant payment information, and financial obligations until I graduate from high school:

**Recipient Information**

Clearly PRINT the name(s) of the person(s) authorized to receive or request information:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

STUDENT  
SIGNATURE

DATE

\_\_\_\_\_

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