



Dyersburg State Community College 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 Hepatitis B Immunization Health History form that provides detailed information about the Hepatitis B disease. Tennessee law requires that this form must be completed prior to registration. Both the student and a parent must sign the Hepatitis B Immunization Health History form if the student is under 18.
- The student and parent must sign the application form and then return it and the Hepatitis B Immunization Health History form to the Office of Admissions or your high school counselor.

STEP 2 – Complete the Tennessee Student Assistance Corporation (TSAC) online application for the Dual Enrollment Grant at www.tn.gov/CollegePays/. 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.

- Click on "Money for College."
- Click on "Dual Enrollment Grant" - listed under Grant Programs.
- The Grant Rules and Procedures page will appear. Click on the On-line Application link in parentheses near the top of the page.
- 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 choose 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 Admissions. 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 <http://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 Elementary Probability and 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 at the DSCC Business Office by the advertised deadline. 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 can 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.

You may call the Office of Admissions for more information about the DSCC Dual Enrollment Program at 731-286-3350 or email questions to Enroll@DSCC.edu.

Dual Enrollment students are responsible for paying all tuition and fees which are due at the beginning of each semester.

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 before the appropriate deadline. 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 assessed the grant funds by Dyersburg State.

Additional Dual Enrollment Grant Borrowing Program - *DEADLINE TO APPLY for Fall Semester is Sept. 15; Spring Semester is Feb. 1; Summer Semester is May 15.* To request additional grant funds toward a second 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, complete and return the signed TSAC Dual Enrollment Grant Program Additional Courses Agreement to DSCC. The Tennessee Dual Enrollment Grant and Additional Borrowed Dual Enrollment Grant can only be paid to one college. 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. Please be sure to sign legibly as well as print your name and high school name on the form.

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 to determine the balance you owe after the discount at 731-286-3306. Eligible dependents qualify regardless of grade level.

Methods of Payment

Online by Credit Card - At www.dsc.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 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.dsc.edu / enroll@dsc.edu

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 10th or 11th 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 towards 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 account billing will occur through paper billing as well as email notifications.

Signature: _____

Email: _____ Phone: _____

Relationship to Student: Parent Guardian

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'S SIGNATURE _____ DATE _____

Hepatitis B Immunization Health History Form

Name: _____
Last First MI

Date of Birth: _____ Phone: () _____
Month/Day/Year

The General Assembly of the State of Tennessee mandates that each public or private postsecondary institution in the state provide information concerning hepatitis B infection 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 the disease. The required information below includes the risk factors and dangers of the disease as well as information on the availability and effectiveness of the vaccine for persons who are at-risk for the disease. The information concerning this 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.

**A. Hepatitis B (HBV)
[TO BE COMPLETED BY ALL NEW STUDENTS]**

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 received the complete three dose series of the Hepatitis B vaccine. Date of completion of the Hepatitis B vaccination series: 1._____/ 2._____/ 3._____**
- I hereby certify that I am in the process of completing the three dose 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.**

Signature of **Student** or **Parent/Guardian** (If student is under18):_____ **Date:**_____

For more information about the Hepatitis B disease and its vaccine, please contact your local health care provider or consult the Center for Disease Control and Prevention Web site at [www.cdc.gov/health/default.htm].