



KIRTLAND COMMUNITY COLLEGE
DUAL/CONCURRENT ENROLLMENT FORM

Name _____	Kirtland ID# _____
Student Cell Number () _____	School District _____
Date of Birth _____	Social Security Number (required if not on application) _____
Semester/Year _____	Early Middle College Student: Yes _____ No _____

The Postsecondary Enrollment Options Act requires local school districts to use funds allocated to them by the State of Michigan for the payment of college tuition, mandatory course fees, materials fees, and registration fees of “eligible” high school students. Eligibility is determined by the high school when certain conditions have been met by the high school student. To obtain a tuition and fee quote, please call the KCC Student Accounts Office at (989) 275-5000, ext. 412.

- ☐ **NOT ELIGIBLE:** This student **does not meet** the criteria for funding. Therefore, the student is responsible for all tuition and fee charges.
- ☐ **ELIGIBLE:** This student is **eligible for financial assistance**. The high school will pay all tuition, fees, and books for courses approved below up to \$_____.

ALLOW BOOK PURCHASE @ KIRTLAND COMMUNITY COLLEGE BOOKSTORE _____ **YES** _____ **NO**

College Courses to be taken through Kirtland Community College	
COURSE NUMBER (please include section number, i.e. 50, 60, etc.) Ex: ENG-10303-60	COURSE NAME Ex: English Composition I

Principal Signature _____ **Date** _____

Students: please read the statements contained on the reverse of this page and sign where appropriate.

Records Release: For the purpose of providing educational information, I hereby grant permission to Kirtland Community College to release any records or necessary pertinent information to authorized personnel of the school district listed above.

Student Signature _____ **Date** _____

PLEASE RETURN COMPLETED FORM TO brad.wagner@kirtland.edu

FOR OFFICE USE ONLY	
RE processed _____	on _____
initials	date

Please read each statement and sign below.

I understand that I will be taking college-level courses and will be expected to meet the same requirements as college students, including attending class whenever Kirtland Community College is in session, turning in work on time, and spending 6-9 hours per week (per class) on coursework outside of class.
I understand that the grade(s) that I earn in my college course(s) will go on my permanent college transcript.
I understand that I may be responsible for reimbursing my high school for courses that I do not complete or pass.
I understand that it is my responsibility to keep track of course grades and to communicate with my instructor if I am struggling. In the event I need additional assistance, it will be my responsibility to reach out to my high school counselor or the Admissions & Dual Enrollment Specialist at Kirtland Community College.
I understand that I am taking a college level class, that I am starting a permanent college transcript and that I may be taking a class in a college setting with adults. The course content may at times contain materials intended for an adult audience. I have discussed this with my parent/guardian. For rules and regulations, please review the college catalog and the DE Student Handbook at Kirtland.edu.
I understand that, per federal and state law, Kirtland Community College, faculty nor the Admissions & Dual Enrollment Specialist cannot communicate information about me directly to my parent/guardian unless I complete a FERPA waiver. Information and updates will be shared with the high school and they can communicate directly with my parent/guardian as appropriate.

I have read and agree to the above statements.

Student Signature _____ **Date** _____