



# Dual Credit Program

Presented by

*Kim Whitlock*

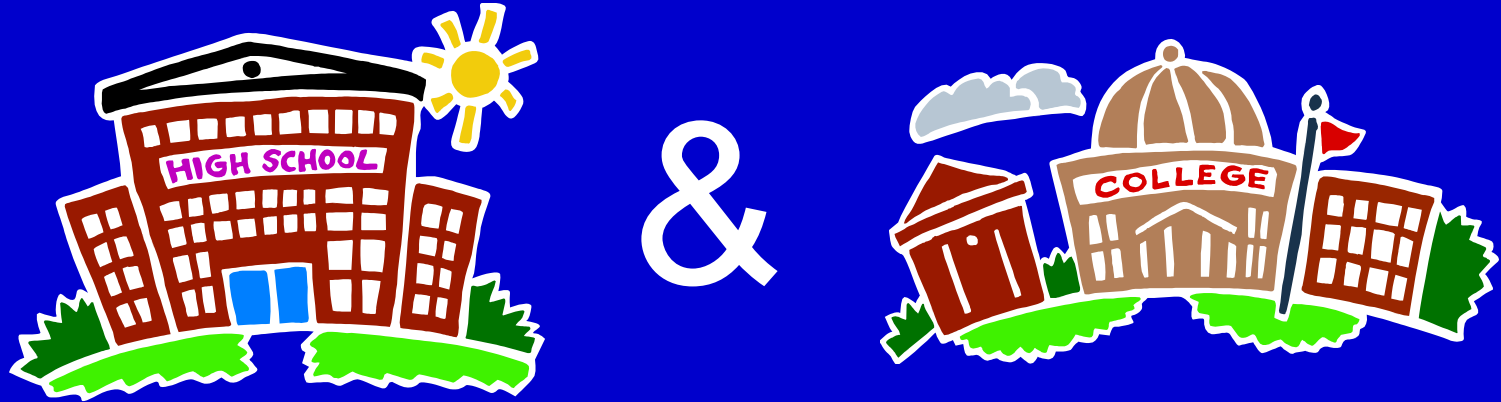
*Special Admissions Coordinator*

*Preston Ridge Campus*

[kwhitlock@collin.edu](mailto:kwhitlock@collin.edu)



# What is Dual Credit?



Simultaneously earn high school *and*  
college credit in one class!

# Benefits of Being a Collin College Dual Credit Student

- Courses taught at Frisco ISD campuses and Collin College campus.
- Small class sizes.
- Personal attention from Collin College instructors.
- Begin a college transcript.
- Experience a college environment and the rigor of a college course.



# How Much You Will Save!

UT Dallas:  
**\$2,230** for a 3 credit hour course\*

University of North Texas  
**\$1,325** for a 3 credit hour course\*\*

\* Based on Fall 2017 tuition rates

**Collin College**  
is **\$140**  
for same  
**3 hour course!!!**  
(for in-county residents)



\* <http://www.utdallas.edu/bursar/tuition/tables/>

\*\* <http://studentaccounting.unt.edu/traditional-tuition-plan-calculator>

# 2018-2019

## Core Course Offerings

Course ID	Course Title
ARTS 1301	Art Appreciation
BIOL 1408/1409	Biology for Non-Science Majors I/II
ECON 2302	Prin of Microeconomics
ENGL 1301/1302	Composition I/II
ENGL 2332/2333	World Literature I/II
GOVT 2305/2306	U.S. Government/Texas Government
HIST 1301/1302	U.S. History I/II
MATH 1314/1316	College Algebra/Plane Trigonometry
MATH 2412/2413	Pre-Calculus/Calculus I
PSYC 1300	Learning Framework
SPCH 1311	Intro to Speech

- Courses held at FISD campuses and Collin College campus
- Academic courses satisfy Texas Core Curriculum
- Transferable to most public four year colleges/universities in Texas
  - Please check with private and out-of-state institutions

# 2018-2019

## Workforce Dual Credit

Course ID	Course Title
DSAE 1340	Electrocardiography (EKG)
EMSP	Emergency Medical Technician (EMT)
HITT 1305	Medical Terminology
HITT 1345	Health Care Delivery System
HITT 1353	Legal & Ethical Aspects of Health Information
HITT 2328	Intro to Public Health
HPRS 2232	Health Care Communications
ITCC 2312/2313	CCNA 3/CCNA 4
PSTR 1301	Fundamentals of Baking (Fall Only)
RSTO 2307	Catering (Spring Only)

- Courses held at Frisco CTE, Collin College, or online.
- Many of the workforce dual credit courses are specialized programs. Please discuss options with your high school counselor.

# Dual Credit Courses are Transferable to Most Public Four-Year Colleges and Universities in Texas

## University of your choice



\*Students are responsible for determining whether their transfer institution will accept their credits\*

# Dual Credit Eligibility

- Students complete the entire Collin College admissions process plus a permission form for registration.
- Available with permission from your high school each semester for every course.
- Must meet college readiness standards as defined by Texas Success Initiative (TSI).
- Student must meet both high school and Collin College academic requirements to continue in the dual credit program.
  - If numeric grade of 60-69% is awarded in dual credit course, student will receive an on-level 70% on high school transcript. Letter grade of D will be listed on Collin College transcript.
  - Will not be eligible to continue with dual credit in that subject. Must enroll in high school section for next semester.



# **Is Dual Credit the Right Choice for Everyone?**

**Parents and students should consider goals, maturity, responsibility, and academic ability levels prior to enrolling in a dual credit program.**

~~~~~

**You might decide not to participate in dual credit if you:**

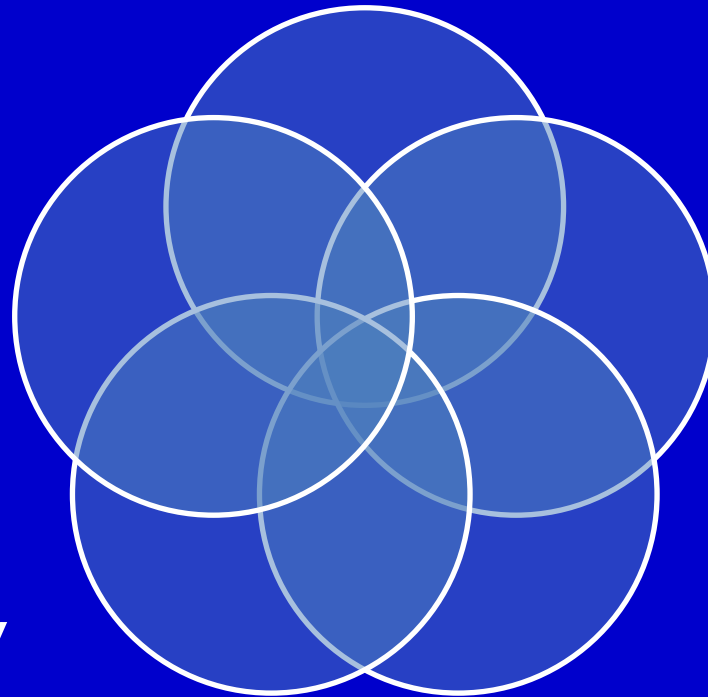
- Are struggling with your other high school classes**
- Feel overwhelmed with your current load of coursework and extracurricular activities**
- Are not ready to take on college-level course work and the responsibilities of being a college student**

# Things to Consider...

The importance  
of attendance  
and time  
management

Student code of  
conduct

Maturity for  
subject matter  
and college  
classroom  
environment



Drop/Withdraw  
deadlines

Get to know  
your course  
syllabus and  
instructor

# FERPA

## Family Educational Rights and Privacy Act

- Similar to HIPAA law.
- Federal law that ensures privacy of student educational records (*begins when student starts college regardless of age*).
- Collin College cannot share grades, course schedules, test scores, etc. with parents.
- A great opportunity for students to learn the college process and take on new responsibilities.
- Students can authorize confidential information to be released by completing a FERPA Authorization form.
- The FERPA Authorization is located on the student's CougarWeb account.
- This form is valid until the student revokes the authorization. There is no time limit for this form.

**Interested in dual credit?...**



**Start with your HS Counselor**

# Step 1: Application for Admission



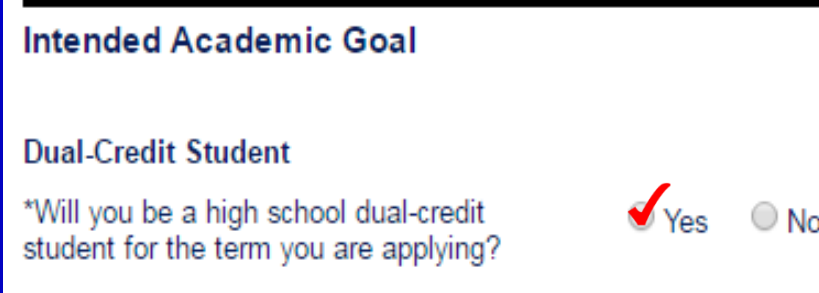
You may apply online **NOW** for Fall 2018!

Complete application at [apply.collin.edu](https://apply.collin.edu)

**\*Application must be completed before anything else can occur at Collin\***

# Tips for Applying to Collin College

- Create an account/profile and then an application.
- List your SSN
- Under Intended Academic Goal, select YES to “Will you be a high school dual-credit student for the term you are applying for?”



**Intended Academic Goal**

Dual-Credit Student

\*Will you be a high school dual-credit student for the term you are applying?  Yes  No

- Select either Associate Degree, Certificate, Occupational Skills Award, or Pre Professional, depending on your intended academic goal.
- Select anything for “Major.”
- Residency/tuition is decided based on your answers on the application and the documentation you provide.
- Student will receive their Collin ID number (CWID), email address, CougarWeb username and password in 3-5 business days.

*Questions? Please contact our Admissions office.*

# What is CougarWeb?

**CougarWeb** is an online portal that includes all of the information and access to services that students need, while attending Collin College.

- ✓ Add/Drop Class
- ✓ Online Trainings
- ✓ CougarMail Email Account
- ✓ Paying for Tuition
- ✓ Access Online Courses (Canvas)
- ✓ Check Collin College Class Schedule
- ✓ Final Grades
- ✓ And MUCH MORE...

Students will receive CougarWeb log-in information approximately 3-5 business days after application has been submitted.

# Step 2: Student Enrollment Permission Form

**Dual/Concurrent Credit  
High School Enrollment Permission Form**



Student Name: Smith Jasmine N  
Last First MI

Collin College Campus Wide ID (CWID) 10055555 or Date of Birth: \_\_\_\_\_

---

**This area to be completed by High School Official** (Counselor, Assistant Principal, or Principal)

Name of High School Centennial HS Expected High School Graduation Date June 2019  
Month/Year

Registration is for the (select one term): Fall  Spring \_\_\_\_\_ Summer \_\_\_\_\_ term 2018

Collin College Course(s) approved to take:

| Course                        | Will high school credit be awarded for this course (dual credit)?   |
|-------------------------------|---------------------------------------------------------------------|
| <u>ENGL 1301</u>              | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
| <u>GOVT 2305 or ECON 2302</u> | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
| <u>PSYC 2301</u>              | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |
|                               | Yes <input type="checkbox"/> No <input type="checkbox"/>            |
|                               | Yes <input type="checkbox"/> No <input type="checkbox"/>            |

ENGL 1301, GOVT 2305, MATH 1314, etc.

Signature of High School Official *HS Counselor Signature*

---

I, above-named student, understand that I will be enrolling in a college credit course(s) and will receive a performance (letter) grade which will be recorded on my permanent record at Collin College. Tuition must be paid by posted payment deadline. Courses will follow the Collin College calendar as outlined in the student *Registration Guide*. I acknowledge that turning in this form only grants me permission to take courses and that I must register online through my CougarWeb account to be officially enrolled.

Continued participation in this program requires: 1] satisfactory academic performance as it relates to Collin College's Academic Standards defined in the *College Catalog* 2] parental (if under 18) and school approval for each subsequent semester of enrollment.

I understand that upon enrollment I am a college student and agree to abide by all the policies, procedures, and decisions of the college as outlined in the current *Student Handbook*. I acknowledge it is my responsibility to submit the required withdrawal form to the Admissions and Records Office by the deadline published in the *Registration Guide*, should I decide to withdraw from class(es).

I give permission to Collin to release to the above-named high school my academic records related to my concurrent enrollment.

Student Signature \_\_\_\_\_ Date xx/xx/xxxx

Parent/Guardian Signature (if under 18) \_\_\_\_\_ Date xx/xx/xxxx

Parent/Guardian Signature (required for students under 18)

Must be completed each semester before the student will be allowed to register.  
 A form is required for all dual/concurrent credit courses.



# Step 3: Official High School Transcript

- Follow your high school's specific steps to request one.
- Collin needs the most current high school transcript for every student.
  - Does not have to include final spring grades.
- May include test scores for TSI exemptions/waivers.

Hope High School  
Official High School Transcript

---

| Student Information                          |                                |          |              | School Information                                                                                                                                       |  |  |  |
|----------------------------------------------|--------------------------------|----------|--------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|
| Name (Last, First, MI)<br>Last, First Middle | DOB<br>1/1/1111                | Sex<br>F |              | Hope High School<br>123 Any Street<br>San Antonio, TX 00000<br>(111) 111-1111<br>Date of Enrollment: August 24, 1111<br>Date of graduation: June 1, 1111 |  |  |  |
| Street Address<br>123 Any Street             | City<br>San Antonio            | St<br>TX | Zip<br>00000 |                                                                                                                                                          |  |  |  |
| Phone<br>111-111-1111                        | Student ID/SSN<br>XXXX-XX-XXXX |          |              |                                                                                                                                                          |  |  |  |
| Parent/Guardian<br>Dad                       | Parent/Guardian<br>Mom         |          |              |                                                                                                                                                          |  |  |  |

---

| Academic Report |       |        |   |
|-----------------|-------|--------|---|
| <b>English</b>  | Grade | Credit |   |
| English I       | A     | 1      |   |
| English II      | A     | 1      |   |
| English III     | B     | 1      |   |
| English IV *    | B     | 1*     |   |
| Total Earned    |       |        | 4 |

|                     |       |        |   |
|---------------------|-------|--------|---|
| <b>Math</b>         | Grade | Credit |   |
| Algebra I           | A     | 1      |   |
| Algebra II          | A     | 1      |   |
| Integrated Math ^   | A     | 1      |   |
| Integrated Math ^ * | B     | 1*     |   |
| Total Earned        |       |        | 4 |

|                        |       |        |   |
|------------------------|-------|--------|---|
| <b>Science</b>         | Grade | Credit |   |
| Physical Science       | A     | 1      |   |
| Biology                | A     | 1      |   |
| Human & Social Biology | B     | 1      |   |
| Chemistry              | C     | 1      |   |
| Physics *              | C     | 1*     |   |
| Total Earned           |       |        | 5 |

|                           |       |        |   |
|---------------------------|-------|--------|---|
| <b>Social Studies</b>     | Grade | Credit |   |
| American History          | A     | 1      |   |
| Ancient History           | A     | 1      |   |
| World History & Geography | B     | 1      |   |
| Government *              | A     | 1.5*   |   |
| Economics *               | A     | 1.5*   |   |
| Total Earned              |       |        | 4 |

|                          |       |        |     |
|--------------------------|-------|--------|-----|
| <b>Electives</b>         | Grade | Credit |     |
| Spanish I                | C     | 1      |     |
| Spanish II               | C     | 1      |     |
| Keyboarding              | A     | 1      |     |
| Information Technology * | B     | 1*     |     |
| Physical Education       | B     | 1.5    |     |
| Total Earned             |       |        | 5.5 |

|                  |       |        |     |
|------------------|-------|--------|-----|
| <b>Electives</b> | Grade | Credit |     |
| Religion I       | A     | 1      |     |
| Religion II      | A     | 1      |     |
| Health           | A     | 1.5    |     |
| Music: Guitar    | A     | 1      |     |
| Music: Piano *   | A     | 1*     |     |
| Total Earned     |       |        | 4.5 |

Total Credits: 21 to date / 27 projected      GPA: 3.50 to date / 3.43 projected

Notes: \* Class in progress. ^ Includes Geometry, Probability, Statistics, and Trigonometry. Grade Point Average A=4, B=3, C=2, D=1, F=0  
National Test Scores

ACT: Cumulative-xx Math-xx Reading-xx Science-xx English-xx taken on 4/01/13.  
SAT: xxxx Reading-xxx Math-xxx Writing-xxx Essay-x taken on 1/26/13.

I do hereby self-certify and affirm that this is the official transcript and record of First Last Name in the academic studies of 2009-2013.

Signature: \_\_\_\_\_ Title: Principal      Date: \_\_\_\_\_

# Step 4: Texas Success Initiative (TSI)

- The TSI is designed to measure college readiness in reading, writing, and mathematics.
- It is used for course placement purposes.
- Students must be at college level in reading and writing for the majority of courses.
- See the college catalog for placement and prerequisite information:  
<https://www.collin.edu/academics/catalog.aspx>



# TSI Exemptions

## Exemption Scores (minimum scores listed):

| Test                             | Combined/Composite Requirement            | Exempts TSI Reading & Writing                | Exempts TSI Math    |
|----------------------------------|-------------------------------------------|----------------------------------------------|---------------------|
| <b>SAT</b><br>(Before 3/2016)    | Combined Reading and Math:<br><b>1070</b> | Reading:<br><b>500</b>                       | Math:<br><b>500</b> |
| <b>SAT</b><br>(3/2016 and After) | <b>NO</b> Combined/Composite Score Needed | Evidence Based Reading/Writing<br><b>480</b> | Math:<br><b>530</b> |
| <b>ACT</b>                       | Composite:<br><b>23</b>                   | English:<br><b>19</b>                        | Math:<br><b>19</b>  |

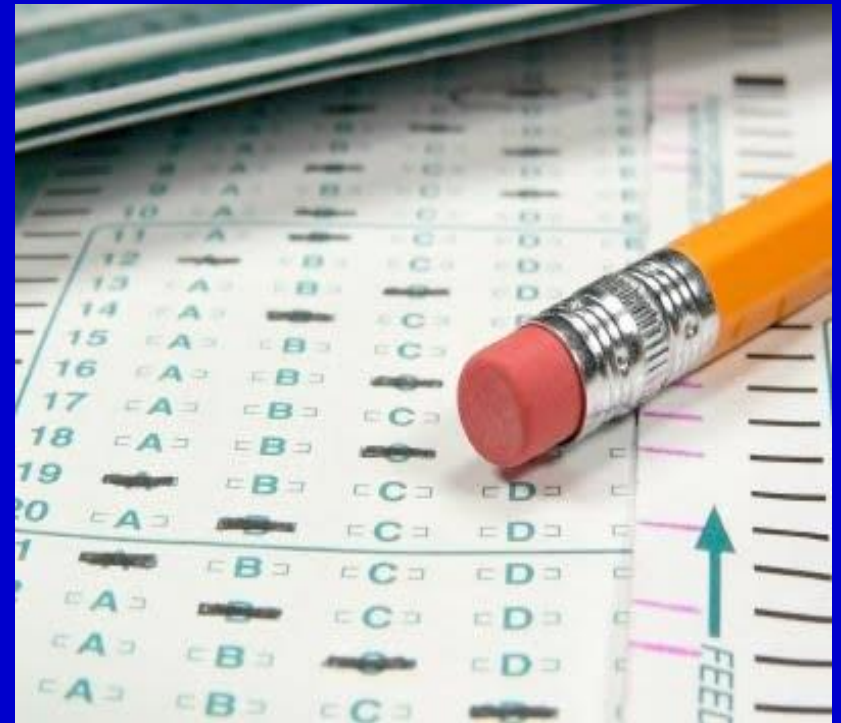
Partial exemptions allowed provided that the required combined/composite score is met.

For more information on exemptions, please review the Collin College New Student Checklist or visit [www.collin.edu/dualcredit](http://www.collin.edu/dualcredit).

# Official Scores Needed

Contact College Board or ACT student website and have them send your official score report directly to Collin College.

It takes approximately 11-12 business days for Collin College to receive and process them.



ACT Collin Code: 4046

SAT Collin Code: 1951

# TSI Waivers

| <b>Temporary Waivers for Dual Credit Students (minimum scores listed):</b> |                                       |                                       |                                                                          |
|----------------------------------------------------------------------------|---------------------------------------|---------------------------------------|--------------------------------------------------------------------------|
| <b>Test</b>                                                                | <b>Combined/Composite Requirement</b> | <b>Waives TSI Reading and Writing</b> | <b>Waives TSI Math</b>                                                   |
| <b>ACT-Aspire</b>                                                          | <b>N/A</b>                            | <b>English:<br/>435</b>               | <b>Math:<br/>431</b>                                                     |
| <b>STAAR</b>                                                               | <b>N/A</b>                            | <b>English II:<br/>4000</b>           | <b>Algebra I:<br/>4000 and<br/>a final grade of<br/>70% in Algebra 2</b> |

# **TSI Waivers**

**Scores must be on an official document from the high school (e.g. transcript or HS letterhead).**

**Waivers are only needed for the subject you want to take (e.g. you only need a waiver in reading and writing to take ENGL 1301, HIST 1301).**

**For more information on waivers, please review the Collin College New Student Checklist or visit [www.collin.edu/dualcredit](http://www.collin.edu/dualcredit).**

# TSI Information

Cost: \$29

## Where can I take it?

- Central Park Campus (McKinney)
- Preston Ridge Campus (Frisco)
- Spring Creek Campus (Plano)

## When can I take it?

- Monday-Thursday 8 a.m.-9 p.m.
- Friday 8 a.m.-3 p.m.
- Saturday 8 a.m.-5 p.m.



**\*\*Last test is issued one hour before closing\*\***

# Step 5: Bacterial Meningitis Vaccination

- Dual Credit students taking classes at any Collin campus MUST provide proof of an having vaccination within 5 years if under the age of 22. *The vaccination must be administered at least 10 days prior to start of entering term.* This is an admissions requirement for Collin College and should be completed before registration.
- Dual Credit students taking classes at their high school campus may request for an exemption by completing a Request for Exception Form (*gray form in the Collin College dual credit packet*).

For more information, please visit [www.collin.edu/meningitis](http://www.collin.edu/meningitis)





# Step 6: Mandatory Online Training

Students will be required to complete training prior to registration. Student will complete training via CougarWeb.

## How to Access Training

- Log into CougarWeb account
- Go to the *Student Tab*
- Click *Mandatory Training on Preventing Sexual Violence*



A screenshot of the CougarWeb interface. At the top, there is a dropdown menu with 'The Beginning of Time' selected and a 'Select Another Term' button. Below this is a grey box with the text 'No Data Found'. The main content area is titled 'Mandatory Training &amp; Hold Information' and contains several links: 'Mandatory Advising', 'Mandatory Training on Preventing Sexual Violence' (highlighted with a red border), 'Mandatory Online Orientation - Coming Soon!', 'Mandatory On-Campus Orientation', 'View My Holds', and 'Hold Information &amp; Resolution Guide'. At the bottom, there is a section titled 'Rules and Regs'.

# Am I Okay to Register?

All dual credit paperwork must be turned in and processed before holds are removed.

\*Processing time is 3-5 days after paperwork is received by Collin.

Each admissions step is listed as holds, so all steps must be completed prior to registration.

A hold prevents registration. All holds must be cleared before you can register for courses.

Students are able to view holds via their CougarWeb account.



For more information on HOLDS,  
please visit [www.collin.edu/dualcredit](http://www.collin.edu/dualcredit)

# How Do I Check for HOLDS on My Account?

## Instructions

- Log into CougarWeb account
- Click Student Tab
- Click on View My Holds

The screenshot shows the Collin College CougarWeb interface. At the top, the Collin College logo and navigation tabs (Library, Student, My Courses, My Workplace) are visible. The 'Student' tab is active. Below the navigation, there are sections for 'Academic Profile', 'Student Grades', 'Registration Tools', and 'Mandatory Training & Hold Information'. In the 'Mandatory Training & Hold Information' section, the 'View My Holds' link is highlighted with a red box, and a yellow arrow points to it from the right.

# Step 7: Register for Courses Online via CougarWeb

*All dual credit documents and transcripts must be turned in and processed before holds are removed.*

## Registration Instructions

- Log into CougarWeb
- Go to *Add or Drop classes*
- Select *Credit Fall 2018* term
- Enter *the specific CRN* for your designated course
- Then click *Submit*

The screenshot shows the Collin College CougarWeb interface. The top navigation bar includes links for Home, Library, Student, My Courses, and My Workplace. Below the navigation bar, there is a 'Home Community' section. The main content area is divided into several sections: 'In the Spotlight' featuring a 'LIVE SMART!' event, 'CougarMail' with a login link, 'CougarAlert' with a notification, 'Registration Tools' with a red box around the 'Add or Drop Classes' link and a yellow arrow pointing to it, and 'Student Quick Links' with various links. A 'Personal Information' section is also visible on the left side of the page.

# Step 8: Pay Tuition

**\$46 per credit hour for students residing in Collin County  
= \$140 for a 3 credit hour course**

**\$88 per credit hour for students residing in Denton County  
= \$266 for a 3 credit hour course**

**Total cost per 3 credit hour course includes a \$2 per semester student records fee.**

**\*All fees subject to change upon approval of the Collin Board of Trustees.\***

**Tuition rates effective Fall 2017**

# How to Pay Tuition Online

- Log into CougarWeb account
- Under *Student Quick Links*
- Click on *Pay By Credit Card/Check*
- Click the *Collin College Account Suite* button
- Then click on *Make a Payment*

The screenshot displays the CougarWeb account suite interface. On the right side, under the 'Student Quick Links' section, the 'Pay By Credit Card/Check' link is highlighted with a red rectangular box. A yellow arrow points to this link from the right. Other visible links in the 'Student Quick Links' section include 'My Class Schedule', 'Texas General Education Core Statu', 'Week at a Glance', 'My Balance', '1098T Tax Information', and 'My Grades'. Above this section, the 'Registration Tools' section contains links for 'Registration Status', 'Course Catalog & Descriptions', 'Look Up Classes', 'Add or Drop Classes', and 'Texas General Education Core Statu'. At the top right, a 'CougarAlert' notification is visible, dated 12/16/14 11:00 PM. The main content area on the left shows a list of 'Illegal News' items with details such as 'Outstanding Professor!', '242KB', and '2:53 PM'.

# Step 9: Get Books

- You have to buy books in college!
- You can find out which books you need by going online to the bookstore's website a couple of weeks before the semester begins. There is also a link on your schedule in CougarWeb.
- You may purchase books from your preferred retailer.

The screenshot shows a web browser window with the URL [https://vsb.colli.edu/PROC/bwskfshd\\_P\\_CrseSchdDet](https://vsb.colli.edu/PROC/bwskfshd_P_CrseSchdDet). The page is titled "My Class Schedule" and shows "Total Credit Hours: 6.000".

**Course 1: Implementing an Advanced Server Infrastructure - ITMT 2374 - XA7**  
Associated Term: Spring 2017 - Credit  
CRN: 30805  
Status: Registered Successfully on Nov 14, 2016  
Assigned Instructor: Scott R. Rachui  
Grade Mode: Standard Letter  
Credits: 3.000  
Level: Undergraduate  
Campus: Allen Center  
[Bookstore - Textbooks and/or Materials](#)

**Scheduled Meeting Times**

| Type  | Time               | Days | Where                   | Date Range                  | Schedule    | Type | Instructors              |
|-------|--------------------|------|-------------------------|-----------------------------|-------------|------|--------------------------|
| Class | 6:00 pm - 10:50 pm | MW   | Allen High School CC104 | Mar 20, 2017 - May 13, 2017 | Lecture/Lab |      | Scott Russell Rachui (P) |

**Course 2: Elementary Statistical Methods - MATH 1342 - S11**  
Associated Term: Spring 2017 - Credit  
CRN: 31773  
Status: Registered Successfully on Nov 14, 2016  
Assigned Instructor: Prabhat Dixit  
Grade Mode: Standard Letter  
Credits: 3.000  
Level: Undergraduate  
Campus: Spring Creek Campus  
[Bookstore - Textbooks and/or Materials](#)

**Scheduled Meeting Times**

| Type  | Time              | Days | Where                    | Date Range                  | Schedule | Type | Instructors       |
|-------|-------------------|------|--------------------------|-----------------------------|----------|------|-------------------|
| Class | 1:00 pm - 4:00 pm | S    | Spring Creek Campus K211 | Jan 17, 2017 - May 14, 2017 | Lecture  |      | Prabhat Dixit (P) |
| Class | TBA               | TBA  |                          | Jan 17, 2017 - May 14, 2017 | Lab      |      | Prabhat Dixit (P) |

# Collin College Resources

- **TransferU ([transferu.collin.edu](http://transferu.collin.edu))**
- **Career Services**
- **Counseling**
- **Library**
- **Math Lab**
- **Tutoring**
- **Writing Center**
- **Accommodations at Collin College for Equal Support Services (ACCESS)**





# Fall 2018 Important Dates

You can apply online at [apply.collin.edu](http://apply.collin.edu) NOW!

Registration will open April 17 online.

Application deadline is May 17.

**Registration deadline is June 7.**

Payment deadline is June 7 at 8pm.

Fall semester is August 27 – December 14.



# Questions?

[www.collin.edu/dualcredit](http://www.collin.edu/dualcredit)

469-365-1850

[dualcredit@collin.edu](mailto:dualcredit@collin.edu)



**COLLIN  
COLLEGE**