

# Dual/EMC Enrollment Authorization Form

This form is for course approval and tuition authorization only. Students need to register separately.



Student First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Birth Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Current grade: \_\_\_\_\_ Name of High School: \_\_\_\_\_ Check if home schooled

Anticipated Graduation Year: \_\_\_\_\_ Choose one: Dual Enrollment Early Middle College Program: \_\_\_\_\_

Fall Semester • Year: _____	Winter Semester • Year: _____	Spring Semester • Year: _____
May take up to ____ credits	May take up to ____ credits	May take up to ____ credits
Courses _____ _____ _____	Courses _____ _____ _____	Courses _____ _____ _____
Fall/Winter Payment		Spring Payment
District will pay total cost District will pay tuition and fees up to state minimum District will pay \$_____ per course <b>Cannot be less than state minimum</b> Self-pay, student is responsible for paying all tuition and fees by payment deadline		District will pay total cost District will pay tuition and fees up to state min. District will pay \$_____ per course <b>Cannot be less than state minimum</b> Self-pay, student is responsible for paying all tuition and fees by payment deadline

## Student and Parent/Guardian Authorization Section

Students are responsible for managing their enrollment at Delta College. Dual enrolled students are expected to adhere to the rules and regulations in the [Student Handbook](#).

- I understand I am required to have authorization from my school prior to dual enrolling in a course. Therefore, payment for courses, tuition, fees, books, and supplies incurred by the student and not authorized by the high school will be the financial responsibility of the student and/or the parent/guardian. See [Tuition and Fees Table](#) for cost estimate.
- I understand that enrollment is contingent upon timely completion of all requirements, availability of open seats in the course(s) selected, and the course schedule is subject to change. I understand that some courses may contain mature topics and discussions. I understand that, if needed, withdrawal from courses is the responsibility of the student and could have financial consequences or an impact on my high school and/or college transcript.
- Regardless of age, as a dual enrolled college student at Delta, your student information is protected by a federal law called the [Family Educational Rights and Privacy Act of 1974 \(FERPA\)](#). Therefore, college faculty and staff are not able to release or discuss academic information with parents/legal guardians. I understand student academic information is reported back to my high school and can be discussed with them.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

## High School Authorization Section

Only needs to be completed if school is paying

A representative of the school district and or state approved nonpublic school has provided information to the student and parent/guardian on the [Postsecondary Enrollment Options Act](#) including enrollment eligibility, explanation of charges and any costs not covered by district, available support services, a reduced high school schedule, consequences of failing or not completing a postsecondary course, and the academic and social responsibilities assumed. Before enrolling, counseling services have been provided by the high school to ensure that the student and parent/guardian are fully aware of the benefits, risks, and possible consequences of enrolling in a postsecondary course including what courses count towards high school credit and how that credit will be applied to their high school transcript.

- The student is currently enrolled at our high school and is authorized to dual enroll at Delta College.
- The school will pay Delta College an amount equal to the prorated percentage of the statewide pupil-weighted average foundation allowance for eligible charges including tuition and mandatory course fees, material fees, and registration fees required for enrollment in a course. Nonpublic school administrators will also need to discuss with the student and parent/guardian the tuition and fee responsibility for courses not covered by the Michigan Department of Education.

Billing should be directed to (School official responsible for billing):

High School/District: \_\_\_\_\_ Billing Contact: \_\_\_\_\_

High School Representative Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

### Office Use Only

Date: \_\_\_\_\_ Student #: \_\_\_\_\_ Initials: \_\_\_\_\_