



Eligibility Exemption Request

- 1. To be eligible for a dual enrollment course, the student must:
a. be enrolled in a high school which has a current interlocal dual enrollment agreement with the higher education institution...
b. be at least 16 years of age or a high school junior;
c. have successfully completed the required high school classes at that grade level and be on track for high school graduation...
d. meet the same requirements for admission that on-campus students must meet, other than the high school diploma. (See BOR Policy 301.)

Exceptional circumstances may exist for individual students. When students do not meet one or more of the dual enrollment eligibility requirements listed above, the high school's designated official may request an exception. The request must be in writing, explain the reason the exception is being requested, and provide evidence that the student can benefit from dual enrollment in the specific course, can learn at the collegiate level in the course, and can manage the combined high school and college course load.

NOTE: Approval must be requested before the first day of classes.

STUDENT INFORMATION

Full Legal Name:

(Last) (First) (Middle)

High School:

Date of Birth: / /

Enrolling for which term:

checkbox Fall checkbox Spring checkbox Summer

Year: _____

Table with 6 columns: Course #, Course Title, Instructor, Credits, CRN #, DC or CC* (checkbox DC, checkbox CC)

Rationale for Exception:

Large empty box for rationale

High School Designated Official: _____ Date: _____

DCC Designated Official: _____ Date: _____