

DUAL ENROLLMENT
PROGRAM APPROVAL AND
RELEASE OF RECORD



OFFICE OF ADMISSIONS AND RECORDS • P.O. Box 2216 • Decatur, AL 35609 • 256.306.2500

Name: _____ SSN/C#: _____
Last First Middle

High School or Home School: _____ Grade Level: _____ *GPA _____
(Unweighted)

By my signature I confirm that the student listed above has met the enrollment criteria for the Dual Enrollment program, that the GPA provided is accurate and that the student is approved by myself and the high school principal (or home school administrator) to enroll in Calhoun Community College.

Principal, Or Counselor
Or Home School
Administrator

**Must be confirmed by an official high school transcript submitted prior to the end of the current registration term. Failure to submit a transcript by the end of the first semester of enrollment will prevent a student from future registration and official Calhoun transcript release.*

The above signature indicates this student is approved by the high school or home school for Dual Enrollment. **PLEASE NOTE:** A Course Approval form must be submitted for each term of enrollment. The form should reflect courses approved by your high school or home school for enrollment. Dual enrollment students may **not** enroll for developmental or physical education courses. **Approval from secondary school officials indicates that the student has demonstrated both academic readiness and social maturity.**

***CONTINUOUS ELIGIBILITY for DUAL ENROLLMENT for DUAL CREDIT DISCLAIMER:**

Students who meet the criteria for initial admission for a DUAL ENROLLMENT FOR DUAL CREDIT Program as specified in Section 2 of the Alabama Community College System Policy Procedure will maintain continuous eligibility so long as they earn a grade of 'C' or better in all attempted college courses. Students who FAIL to meet this minimum GPA requirement or who withdraw (W) from a course will be suspended from the dual enrollment program for a minimum of one term. The one-term suspension may not be served during the summer. The student may not re-enroll until the suspension has been served. For re-entry, the student must reapply to the program and must meet the minimum GPA requirements as identified in Section 2C.

RELEASE OF ACADEMIC RECORD

I authorize Calhoun Community College to release my academic record each term to my high school
In accordance with the Family Educational Rights and Privacy Act of 1974, I hereby permit Calhoun Community College to disclose all records or information to the individuals listed below. **This release shall remain in effect until I provide written notice to the Records Office to discontinue the release or until I earn my high school diploma.**

Name: _____ Relationship: _____

Name: _____ Relationship: _____

Date

Student

It is the official policy of the AL State Dept. of Education, including Postsecondary institutions under the control of the State BOE, that no person in Alabama shall, on the grounds of race, color, disability, sex, religion, creed, national origin, or age, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program, activity, or employment.

This form is required ONLY upon initial admission to the Dual Enrollment program. Please return the Completed and Signed form to gwendlyn.baker@calhoun.edu, heath.daws@calhoun.edu or deb.ott@calhoun.edu

(REV 8/19)