Dual Enrollment

Get a head start and gain college credit while still attending high school!

What is Dual Enrollment?
College ready high school students are able to earn college credit by attending college classes at WCC while still attending high school. All credits earned through dual enrollment will be part of the student’s official Washtenaw Community College transcript.

Who is Eligible for Dual Enrollment?
Students must meet all of WCC’s admission requirements, including testing at college level, before registering for classes. Dual enrolled students are eligible to register for any courses for which they meet the prerequisite. If the high school will be responsible for payment, speak to your high school counselor to determine what courses you are authorized to enroll in.

Who Pays for Dual Enrollment?

- Most public schools pay for their student to dual enroll. However, any tuition, fees and textbooks not covered by the high school will be the responsibility of the student/family.
- For non-public school students, the State of Michigan determines what dollar amount, if any, it will pay per course. Any tuition, fees and textbooks not covered by the State of Michigan is the responsibility of the student/family.
- Payment or payment authorization must be turned in to the WCC Cashier’s Office by the appropriate payment deadline. A sample authorization letter is attached. Payment or payment authorization needs to be submitted each semester a student is dually enrolled.

Complete these Easy Steps to Dual Enroll at WCC:

- Apply online at www.wccnet.edu/apply
- Create WCC Gateway account
  * follow instructions emailed to you
- Complete your Admission Checklist
  - Complete online orientation
  - Submit SAT/ACT scores or take the ACCUPLACER test
    Minimum required Reading & Writing scores:
    - ACT: Reading 19; English or English/Writing 20
    - SAT (new): Reading 24; Writing and Language 24
    - SAT: Reading 460; Writing 480
    - ACCUPLACER: Reading Comprehension 80
    - Sentence Skills 80
    - COMPASS: Reading 82; Writing 81
    *There is no minimum required math score, however a math score is required if needed for course prerequisite
  - Submit Parental Consent & Principal Consent forms (see attached)
  - Submit proof of age/grade
  - Attend a Connect Session
- Register for classes/buy textbooks
- If interested in online classes visit www.wccnet.edu/academics/classes/online/roll for more information
PARENTAL CONSENT FORM
MINOR STUDENT ENROLLMENT

As the parent (or legal guardian) of _______________________________________,

(Student’s Name - please print clearly.)

I hereby consent to his/her enrollment as a student at Washtenaw Community College (“College”). In addition to such consent, I hereby acknowledge and accept the following conditions of enrollment:

1. My child will be subject to the rules, regulations, and policies of the College.

2. My child will be interacting socially with adult, college students and the College is not responsible for these social interactions.

3. My child may be exposed to discussions, readings, and visual material of a mature nature and will be expected to conform to the same performance standards as any other college student as set forth in course outlines and syllabi.

4. The College and its employees, faculty, agents, students, and trustees shall not be responsible for the supervision and individual monitoring of my child while in attendance at the College.

Student’s WCC ID Number: ______________________________

**Submit this form prior to admission to the College.

Parent (or legal guardian) Information:

Name: ______________________________

(Please print clearly.)

Address: _________________________________ Phone No: _________________________________

Signature: _________________________________ Date: _________________________________

Please return this form to:

Washtenaw Community College 4800 E. Huron River Drive Ann Arbor, MI 48105
PH: 734.973.3543 · FAX: 734.677.5408 · www.wccnet.edu
PRINCIPAL CONSENT FORM
DUAL ENROLLMENT STUDENT

Student Name: _______________________________________________________
(Please print clearly.)

Student’s WCC I.D. Number: ___________________________________________

1. Dual enrolled high school student must meet all WCC admission criteria.

2. Completion of this form gives permission for the above mentioned student to be dual enrolled at Washtenaw Community College. It does not authorize WCC to bill the high school for tuition and fees.

3. If the high school will be responsible for the tuition and fees, a separate payment authorization form must be submitted to WCC Cashier’s office by the payment deadline.

**Submit this form prior to admission to the College.**

High School Information:

Name: ____________________________________________

Address: __________________________________________ Phone Number: ____________________________

Principal’s Name: ____________________________________________ (Please print clearly.)

Principal’s Signature: __________________________________________ Date: ______________

Please return this form to:

Washtenaw Community College 4800 E. Huron River Drive Ann Arbor, MI 48105
PH: 734.973.3543 • FAX: 734.677.5408 • www.wccnet.edu
To: Washtenaw Community College  
Student Accounting/Accounts Receivable  
4800 E. Huron River Dr.  
Ann Arbor, MI 48105-4800

THIRD PARTY/SPONSOR Information:

RE: (Student(s) Name)  
_____ (Student(s) ID#)

We authorize Washtenaw Community College Accounts Receivable Department to invoice us for the above Student(s) for the Term of (Winter, Spring/Summer or Fall) Semester. Approved costs are; (Please list Tuition, Fees, Books and Supplies and limits or specifics if any)

**sample:** (Tuition for PSY100 and required text only)

**sample:** (All Tuition & fees)

Please send invoice to: (Sponsor Billing Address)

Third Party Authorized Signature:______________________
Printed Name & Title:________________________________:

**PLEASE NOTE:** All Student information is protected by the FERPA Law. We must have written permission each semester to share this information with the sponsor. Please have the student(s) sign below.

STUDENT Information:
In compliance with FERPA(Family Educational Rights &Privacy Act) guidelines, I give my permission for Washtenaw Community College to release the following information to my Third Party/Sponsor for the specified Term above.

(Please list all that apply)

**sample** Financial:

**sample** Course Information:

**sample** Credit Hours enrolled:

**sample** Grades:

Signed& Dated: (Student Signature)  
Printed Name :_(Student Printed Name)