



Name (PRINT): _____

Galveston College ID Number: _____

Date of Birth: _____

High School ID Number: _____

DUAL CREDIT - CONTRACT

Welcome to the Dual Credit Program at Galveston College! We are thrilled that you chose Galveston College as your institution of choice for Dual Credit. As a pre-requisite for enrolling in the program, please read and sign the contract below.

STUDENT RESPONSIBILITY:

1. Students will meet with both local high school counselor and Dual Credit Advisor to ensure eligibility and approval requirements are met.
2. Students will follow the Galveston College academic calendar while enrolled in Dual Credit courses.
3. Students understand they will receive a numerical semester grade on their high school transcript and a letter grade on their college transcript.
4. Students understand that to withdraw from a course, they **must** meet with their Dual Credit Advisor and local high school counselor.
5. Students understand that their academic behavior and honesty at Galveston College must be of the highest standard. Any violation of academic and/or behavioral standards will be disciplined accordingly.
6. Students who need accommodations for any disability on the GC campus **must** meet with the College's Student Services Advisor and submit proper documentation. (Phone #: 409-944-1223).
If accommodations are needed on the high school campus, students must meet with their Counselors for further directions.
7. Students, understand that it is their responsibility to monitor their own academic progress, work with the assigned instructor and access the appropriate resources to ensure their success in the Dual Credit Program.

STUDENT and PARENT RESPONSIBILITY:

8. Parents/guardians will review and accept all relevant Dual Credit procedures, policies, and course selections. If parents/guardians have any questions at any point, they will contact the appropriate school official, who releases the student's schedule.
9. Students and parents/guardians understand that Dual Credit courses are collegiate level courses offered through Galveston College and thereby contain collegiate level curriculum, material, and discussions. The rigor and critical thinking in courses prepare students for the cognitive level required at colleges and universities.
10. Students and parents/guardians understand that all their records associated with Galveston College are confidential information only available to the student unless a FERPA* release form is signed by the student and given to Galveston College Dual Credit staff or Admissions.

*NOTE: FERPA- Family Educational Rights and Privacy Act protects rights with respect to their educational needs

This contract **must** be submitted with signatures from **both student and parent/guardian** to complete the Dual Credit registration process. **If these terms are understood and accepted, please sign clearly below:**

Student Signature

Date

Parent Signature

Date