



Early Enrollment Registration

General Instructions & Notice

This form shall be completed by the student, parent, high school official/designee, and high school administrator. Official sealed high school transcript and test scores will be required every semester. Students dropping classes after the first class day will be responsible for the following tuition percentage:

Drop within first 15 class days (Class day 1-5 in Summer Sessions) – Pay 30%	Drop within class day 15-20 (On class day 6 in Summer Session) – Pay 70%	Drop after class day 20 (After class day 6 in Summer Session)– Pay 100%
Classes with irregular schedules (Flexible Entry Courses) will adhere to different drop percentages. Consult with the Office of the Registrar & Admissions for further information.		

Student Information

P											Last	First	M.I.	Suffix	Social Security No.
---	--	--	--	--	--	--	--	--	--	--	------	-------	------	--------	---------------------

Status	<input type="radio"/> New	<input type="radio"/> Returning	Semester	<input type="radio"/> Fall	<input type="radio"/> Wintermester	<input type="radio"/> Spring	<input type="radio"/> Maymester	<input type="radio"/> SSI	<input type="radio"/> SSII	Year
--------	---------------------------	---------------------------------	----------	----------------------------	------------------------------------	------------------------------	---------------------------------	---------------------------	----------------------------	------

High School Information

High School	High School I.D. No.	Year of Graduation
-------------	----------------------	--------------------

Student Acknowledgement

Pursuant to the Family Educational Rights & Privacy Act of 1974 and as further detailed in *Student Directory Information* of the College Catalog, the College is limited to releasing directory information to anyone other than the student. The student may grant/revoke an individual access to their educational records at their discretion. Please note that information may be released without explicit student permission to individuals who are deemed to have a legitimate educational interest and acting in the scope of an educational/school administrator. The student signature below certifies information provided above; acknowledges information regarding Student Information Release; permits registration of course recommendations listed below and as prescribed by the high school; accepts liability of tuition charges and drop percentages.

	Student Signature	Date
--	-------------------	------

Parent Information

Agreement

The courses offered through the Early Enrollment Program are collegiate courses that are facilitated in an identical manner to any other college-course. The rigor, coursework, and commitment required by these classes should be consulted with the student's high school counselor/administrator. The student will be required to adhere to course syllabi and is subject to all attendance, academic, conduct, and Institutional regulations. Academic standings, credits, and/or sanctions will be duly transcribed on official transcripts/permanent collegiate records. The student's academic record is applicable to the student's higher education pursuits after their high school graduation. Pursuant to the Family Educational Rights & Privacy Act of 1974 and as further detailed in *Student Directory Information* of the College Catalog, the College is limited to releasing directory information to anyone other than the student. Agreement to this program does not institute any financial obligation for the parent/guardian. The student is solely responsible for tuition charges. Parent signature validates information provided; acknowledgement of Early Enrolled Program; agreement to adhere and abide to governing regulations.

Last Name	First Name	M.I.	Parent Signature	Date
-----------	------------	------	------------------	------

High School Counselor Information

Enrollment & Consent

The high school official/designee maintains responsibility for consulting with the guardians of the prospective Early Enrolled student. The high school official/designee will prescribe course recommendations. Signature of the high school official/designee ascertains validity of information the student and parent have provided above. High school administrator signature authorizes student to participate in this program.

High School Counselor/Designee & Administrator
High School Counselor/Designee Name (Print)

Course Recommendations				Contact Number	Title
CRN (Ex. 12345)	Course (Ex. ENGL)	Number (Ex. 1301)	Section (Ex. M01)	E-Mail Address	
				High School Counselor/Designee Signature	Date
				High School Administrator Name (Print)	
				High School Administrator Signature	Date

OFFICE USE ONLY	Rec'd By	Date Rec'd	Date Processed	By	Reg. Code	B or A
-----------------	----------	------------	----------------	----	-----------	--------