

Chesapeake College Dual Enrollment Certification & Grant Form

Semester: Fall _____ Winter _____ Spring _____

To be completed by student

First Name: _____ **Last Name:** _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Phone Number: _____ Personal Email Address*: _____

Date of Birth: _____ *Do not use high school email

I attend the following type of HS: Public _____ Private: _____ Home School: _____

Are you a **NEW** Dual Enrollment student? Y _____ N _____

High School Name: _____ Current Grade: _____ Year of Graduation: _____

I applied this year and **qualified** for Free or Reduced Lunch _____ Yes _____ No

*To receive tuition discount benefits, you must complete your schools meal benefit application and qualify. Board of Education
Tuition discounts are limited to a maximum of 4 courses.*

Complete if applying for grant (see page 2)

Grant does not apply for winter and summer semesters

Total number of family members in your household: _____

Total family income in most recent tax year (Include **ALL** taxed and untaxed income such as child support, Social Security, disability and/or pension payments): \$ _____

Forms without income information will not be given grant consideration.

Student and Parent/Guardian, please read the following carefully and sign.

By signing this form, this student gives Chesapeake College's Admissions Office, or other designated college officials, permission to communicate (verbal, written, or electronic) with the high school counselor, high school official and/or parent (or guardian) regarding the student's academic progress, attendance, or other matters that may impact student success.

I certify the information provided is true and accurate to the best of my knowledge. I understand I may be required to provide documentation of residency and/or general eligibility requirements if asked by Chesapeake College.

I understand that Dual Enrollment students are not exempt from standard business office policies and if I drop courses after classes begin I will be billed for fees and a portion or all of my tuition, based on the refund schedule for that semester.

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____

Students: Please complete and return this form PRIOR to registering for classes. You will not be registered without a completed form.

Dual Enrollment Program Guidelines

- ❖ Junior or Senior in HS **and**
- ❖ 16 years or older **and**
- ❖ 2.5 or higher cumulative GPA **and**
- ❖ Be enrolled in one of the public or private high schools or home school programs in the College's service region **and**
- ❖ Be certified by a counselor or school official, as meeting all of the eligibility requirements as outlined above. Please check with your school for requirements.

Notes: High school students may enroll in summer session courses, but Dual Enrollment tuition discounts do not apply. Home school students may be eligible for a 25% tuition discount. Contact the Admissions Office for details. High school students pay full tuition and fees for any developmental/noncredit course taken.

To be verified by counselor

- ❖ Cumulative GPA must be 2.5 or higher
- ❖ Dual Enrollment students with a cumulative 3.0 overall high school GPA are eligible to take college English.
- ❖ Dual Enrollment Students who have both a cumulative GPA of 3.0 **AND** have successfully completed Algebra II with a grade of "C" or better, *within the past three years*, are eligible for direct placement into college level math and all college courses that require a college ready math prerequisite.
- ❖ College ready students are allowed to take more than 2 courses per semester.

Payment of Tuition, Fees and Books

Chesapeake College charges Dual Enrollment students tuition at a 25% discount plus applicable college fees for credit courses. Tuition is further discounted by 10% (paid by the local Board of Education) for the first four Dual Enrollment courses taken by a student. Local Boards of Education pay 100% of the tuition (but not the fees) for FARMS-eligible students for the first three Dual Enrollment courses. Students are responsible for purchasing textbooks before the first day of class. If you have questions regarding courses, tuition, fees or books, please contact the Admissions Office at ext. 2240 or 2287. Students who drop a course after classes have begun are subject to any drop fees or tuition due as stated in the refund schedule established by the Business Office.

Roberta B. Holt (Caroline County) and George B. Todd (Dorchester County) Dual Enrollment Grants – The Mid-Shore Community Foundation authorizes Chesapeake College to execute these each fall and spring semester. Recipients must meet the following criteria:

- ❖ Attend Public high school in the required counties.
- ❖ Qualify for the Dual Enrollment Program with a 2.75 or higher cumulative HS GPA with 3 or less college courses completed, **OR** qualify for the Dual Enrollment Program with four or more college courses completed with a 2.75 cumulative GPA in college and high school.

Maryland Dual Enrollment Scholarship – Recipients must:

- ❖ Register for courses that total 3-11 credits in a given semester
- ❖ Qualify for the Dual Enrollment Program
- ❖ Pledge, as a condition of receiving student financial assistance, to remain drug free for the full term of the award. Unlawful use of drugs and alcohol may endanger my enrollment in a Maryland College as well as my Maryland Financial Aid Award.

Guidelines for All Applicants:

- ❖ Submit a grant application each semester to be considered for funding. For priority consideration, apply by June 1st for fall semester and December 10th for spring semester. Awards are based on available funds. Students demonstrating financial need are given first priority.
- ❖ Students **must be registered** for college courses for grant consideration, wait listed courses are not eligible.
- ❖ All grants may be awarded for up to four semesters, pending availability of funds.
- ❖ Dual Enrollment students must receive a final grade of A, B, or C in **all** college classes for future grant consideration.