



### Procedures

- First time dual enrollment students must complete a college admission application at [www.roanestate.edu/dualstudies](http://www.roanestate.edu/dualstudies) prior to registering for classes.
- This course registration form must be completed every semester in order to enroll in courses as a dual enrollment student.

\_\_\_\_\_ I am a **new dual enrollment student**.

\_\_\_\_\_ I am a **returning dual enrollment student**. (You must have a college GPA of at least 2.75 to receive grant.)

### 1. To Be Completed by Student

Name \_\_\_\_\_  
First MI Last

SS# \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone \_\_\_\_\_ Birth date \_\_\_\_\_

Alternate Phone \_\_\_\_\_

Email \_\_\_\_\_

High school \_\_\_\_\_

Grade level \_\_\_\_\_ Age \_\_\_\_\_

**If currently enrolled in dual enrollment at another institution,  
please list college:** \_\_\_\_\_  
\_\_\_\_\_

**If not currently enrolled but did enroll at another institution in the past,  
please list college:** \_\_\_\_\_  
\_\_\_\_\_

### REQUIRED TO ENROLL IN CLASS

**Semester and Year**  Spring  Summer  Fall

Year \_\_\_\_\_

Course Prefix	Course No.	CRN (if known)	Section No.
<i>example PSYC</i>	<i>1010</i>	<i>83042</i>	<i>BO1</i>
1. _____			
2. _____			
3. _____			
4. _____			

### 2. To Be Completed by the High School Counselor/Principal

Student's GPA \_\_\_\_\_ Scale  4.0

Please circle one: ACT or PLAN

\_\_\_\_\_ English \_\_\_\_\_ Math \_\_\_\_\_ Reading \_\_\_\_\_ Science \_\_\_\_\_ Composite

Will the student be receiving high school credit for this/these course/s?

\_\_\_\_\_ Yes \_\_\_\_\_ No

I believe this student has the ability to benefit from college instruction and has the ability to conduct himself/herself in a manner consistent with college-level expectations.

Signature \_\_\_\_\_

Date \_\_\_\_\_

### 3. To Be Completed by the Student and Parent

Applications for the TN Dual Enrollment Grant must be submitted online for each term funds are requested. You may go to [www.roanestate.edu/dualstudies](http://www.roanestate.edu/dualstudies) to access the TN Dual Enrollment Grant link. A TN Additional Courses Acknowledgement Form posted on the Tennessee Student Assistance Corporation website must be submitted with the registration to receive the award.

Please be aware that once a student exceeds \$1200 from the Dual Enrollment Grant awards, the additional funding will be deducted from the first semester HOPE scholarship award. In other words, the first four dual enrollment awards do not affect the HOPE scholarship. Once a dual enrollment student accesses Dual Enrollment Grant funds for a 5th class, deductions will be applied to future HOPE scholarship accounts.

By signing this document, I agree I:

- have read the guidelines.
- have given appropriate college and high school administrators permission to discuss my Roane State records while participating in dual enrollment.
- have given my permission to my high school administration to release my high school transcript/records to Roane State Community College.

----- and -----  
Please check one of the following:

\_\_\_\_\_ Option 1

\_\_\_\_\_ Option 2

\_\_\_\_\_ Option 3

\_\_\_\_\_ **I do not wish to request any money from the Dual Enrollment Grant.**

I understand that I am fully responsible for the full amount of tuition/fees.

Student's Signature \_\_\_\_\_

Date \_\_\_\_\_

Parent's Signature \_\_\_\_\_

Date \_\_\_\_\_

#### FOR OFFICE USE ONLY

Yes  No GPA meets requirement \_\_\_\_\_  Yes  No Transcript received R Number \_\_\_\_\_

Yes  No Hepatitis B Form  Yes  No ACT/PLAN scores met RSCC GPA \_\_\_\_\_

Please circle one: ACT or PLAN