

# SJHS Dual Enrollment Contract

**\*Return signed form to the main office\***

As a dually enrolled student, I have academic and social responsibilities which include, but are not limited to, the following:

1. I am responsible for completing all of the steps on the LCC webpage and enrolling in the appropriate on-line only course.
2. I am responsible for meeting and sending documentation for any prerequisite overrides and for taking any assessment tests when necessary.
3. I must meet all on-line requirements and I might have to go to LCC for exams as SJHS will not proctor final exams.
4. I must purchase textbooks or other necessary materials.
5. I understand that I might be paying a percentage of the cost for each class I choose to take.
6. I am expected to complete all assigned work and if I have questions, I will contact the professor.
7. I understand that LCC semester dates don't correspond with the SJHS trimester schedule. I will be aware of this difference and meet all requirements.
8. If there are issues with my account, registration, etc., I will contact the college directly.
9. Should I decide to drop the class for which I am enrolled in, it is my responsibility to contact the college to drop the course within the posted deadlines and to notify my counselor.
10. If credit is not earned for the class, I understand I am responsible for repaying the school district the amount of money it expended for the course.
11. I am responsible for researching accepted credits at the college I plan on attending after graduation and do not hold SJHS liable if dual enrollment credits don't transfer.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Counselor Signature

\_\_\_\_\_  
Date

**Deadline to apply for Fall Classes for SJHS is June 1st.**

**Deadline to apply for Spring Classes for SJHS is December 1st.**