



# Dual Enrollment Expectation and Agreement Form

The Dual Credit Enrollment program at Stevens Institute of Technology enables high school students to earn college credits prior to high school graduation. High School Official approval is required. All courses will transfer to programs of study at Stevens. Students interested in attending other colleges/universities are encouraged to contact those institutions directly for additional information about how these courses will transfer to those institutions.

Students should be performing satisfactory in their high school curriculum, possess advanced academic skills, and should demonstrate the maturity level needed to be successful in college-level coursework. Dual Enrollment is an OPTION, not a requirement. This program is intended for students who desire to get a head start on the college major. Dual Enrollment college courses are designed to challenge students by exposing them to a college curriculum. The intent of the Dual Enrollment program is to provide educational enrichment opportunities for a limited number of eligible high school students, and to help ensure a smoother transition from high school to college by providing them with greater exposure to the collegiate atmosphere.

Students are typically successful in these programs if they are responsible, task oriented, proficient readers, and capable of effectively managing their time. Motivation is key to being successful in these rigorous courses. Students should be able to deal maturely with sophisticated concepts and to persevere in the face of a challenge. The decision to take Dual Enrollment college courses is extremely important because the courses, grades, and credit hours will be on your college transcript forever. Parents and students should consider goals, maturity, responsibility, and academic ability levels prior to enrolling in a dual enrollment program.

The following describes important information regarding Dual Enrollment. Please read it carefully, ask for clarification if you have questions or concerns, and lastly, sign.

\* This form will record your name, please fill your name.

## Student Agreement

Student Expectations and Agreement to participate in Stevens Dual Enrollment Program

## 1. Please read and check off all to participate

- I am responsible for reviewing, understanding and abiding by the University's regulations, procedures, requirements, and deadlines as described in all University publications.
- I give my permission for the college and high school to exchange my personal and academic records or status such as grades, failing, or behavior concerns in the classroom.
- I will contact the Dual Enrollment Assistant Director immediately if I need to withdraw from a course.
- I will maintain satisfactory attendance in my dual enrollment course.
- I agree to organize my time and effort to complete the Dual Enrollment college course successfully. I will notify my professor immediately if I fall behind in class readings or assignments.
- I will notify Stevens Institute of Technology if my contact information changes (email, mailing address, etc.)
- I understand that this agreement remains effective for the duration of my enrollment as a dual credit student at Stevens Institute of Technology
- I will contact the ACCESS office for accommodation approval if I receive accommodations at the high school level and wish to receive accommodations
- I am required to own or obtain a laptop and have access to the Internet during the duration of enrollment in the Stevens course.
- I understand that the classes will be held remotely and I should have my camera on for any instruction.
- I agree to attend the mandatory orientation and campus day. Each event will be held one day on the Stevens campus.
- The grade you earn will become part of your permanent, official college academic record and can affect college/university financial aid eligibility, transfer eligibility, graduation progression, etc.

# Acknowledgment and Signature

I understand that it is my responsibility to meet the requirements for any college academic credit classes. If you have any questions regarding the dual credit program, call or contact your Assistant Director before signing this document.

## 2. School Name

## 3. Date of Birth



Format: M/d/yyyy

## 4. Signature

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