



Dual Enrollment and Early Admit Certification Form

1 - High School Information

Applying for admission as: Dual Enrolled (all or part paid by school) Early Admit (parent pays cost)

At the beginning of the semester the student will be in: 9th grade* 10th grade* 11th grade 12th grade

* Additional 9th and 10th grade Approval Form required.

High School Name: _____ School Telephone: (____) _____

2 - Student Information

Student's Name: _____ SS# or MCC ID# _____
Legal Name

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

Telephone: (____) _____ Date of Birth: ____ / ____ / ____ Anticipated HS grad year: _____

A. Parent/Legal Guardian Approval	B. Student Approval
<p>I approve the above named student's enrollment at Mott Community College. I will assume financial responsibility for the student's tuition, fees, and books/ supplies that are not covered by their school.</p> <p>_____</p> <p>(Parent/Legal Guardian's Signature) Date</p>	<p>I authorize Mott Community College to release information concerning my academic progress and grades to my high school. If I wish for my parent/legal guardian to have access or ability to do business on my behalf I will complete the Authorization to Release Information and submit it to the Record's Office.</p> <p>_____</p> <p>(Student's Signature) Date</p>

3 - Approved Courses

Will this/these courses be used to fulfill high school graduation requirements? Yes No What is the students current GPA? _____

Fall 20____ (Sept.- Dec.) Winter 20____ (Jan.- April) Spring 20____ (May.- June) Summer 20____ (July.- Aug.)

Course #	Course Title	Cr Hr	Circle one Below
Example: ANTH 100-01	Survey of Forensic Science	3	And Or
			And Or
			And Or
			And Or
			And Or
			And Or

_____ Counselor's Name Counselor's Signature Date

4 - Dual Enrolled Student's School District Approval and Payment Authorization

Our records show that this student has met all of the requirements of the Postsecondary Enrollment Options Act of 1996. Further, this course(s) is/are not available in our school district, and that we will reimburse Mott Community College for tuition and fees in the amount indicated for these course(s).

The School District will be responsible for: Total Tuition & Fees Coverage up to: \$ _____ Not Eligible for Funding

Principal's Signature: _____ Date: _____
(Required if Dual Enrolled Eligible)

<p>School Billing Address:</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p>Send completed certification, admission application and high school transcript to:</p> <p>Office of Admissions & Recruitment Mott Community College 1401 East Court Street Flint, MI 48503 Fax (810) 232-9442 Telephone (810) 762-0255</p> <hr/> <p>OFFICE USE ONLY: <u> </u> Cert <u> </u> ID <u> </u> HST <u> </u> GPA</p> <p><u> </u> ACT/PT <u> </u> Orientation <u> </u> AD/MS <u> </u> Perc</p>
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Name		Mott ID		Date	
Address		City		State	Zip
Home Phone () -		Start Term		Birth Date (MM/DD/YY)	
I am a....			High School		
<input type="checkbox"/> Dual Enrolled Student <input type="checkbox"/> Early Admit Student					
Questions to ask:					
Are you a junior in High School?				<input type="checkbox"/> Yes <input type="checkbox"/> No	
Do you have a High School GPA of 2.5 or better?				<input type="checkbox"/> Yes <input type="checkbox"/> No	
Congratulations!					
Welcome to Mott Community College! In order for you to register for classes, it will be necessary for you to complete the following steps:					
New/Continuing Students					
Step	Status	Description			
Admissions Process	<input type="checkbox"/> Need to -- Completed <input type="checkbox"/>	Submit a completed Mott Admission Application and photo identification . Application must be submitted annually. <i>(Flint Prah! College Center 2140 or any branch campus listed below)</i>			
	<input type="checkbox"/> Need to -- Completed <input type="checkbox"/>	Submit your high school transcript to the Admissions Office, 2.5 GPA is required. Transcript must be submitted annually. <i>(Flint Prah! College Center 2140 or any branch campus listed below)</i>			
	<input type="checkbox"/> Need to -- Completed <input type="checkbox"/>	Submit a completed Dual Enrollment and Early Admit Certification Form each semester. <i>(Flint Prah! College Center 2140 or any branch campus listed below)</i>			
	<input type="checkbox"/> Need to -- Completed <input type="checkbox"/>	Attend a New Student Orientation. Schedule an appointment at (810) 762-0377 - (Flint) or with one of the branch campus listed below. Photo ID will be required to attend.			
	<input type="checkbox"/> Need to -- Completed <input type="checkbox"/>	Take the placement assessment and/or submit ACT scores* in the Placement Assessment Center. Photo ID will be required. (*ACT scores of 20 or above in individual sections of English & Reading and 22 or above in Math may waive a part or all of the placement assessment test) <i>(Flint Prah! College Center 2010 or any branch campus listed below)</i>			
Registration	Once the above steps are completed and posted on your record, it is your responsibility:				
	1st	To register for classes, complete a registration worksheet, submit photo ID and have form approved and signed by authorized staff in the Admissions Office. <i>(Flint Prah! College Center 2140 or any branch campus listed below)</i> You must meet all class prerequisites.			
	2nd	Register for classes (with approved worksheet) in the Registration Office, Verify class schedule , days and times <i>(Flint, Prah! College Center, Lower Level or any branch campus listed below)</i>			
3rd	If your high school is <u>not</u> paying for your classes, you must finalize your method of payment within the tuition payment deadline established in the schedule booklet or your classes will be dropped. Payment is accepted at the Cashiers Office (Prah! College Center, Lower Level) or any branch campus listed below				

For your convenience, you may visit our main campus or any one of our branch campuses:

Main Campus (Flint)
 Admissions Office 2140 Prah!
 College Center
 1401 E. Court St.
 Flint, MI 48503
 (810) 762-0315

**Lapeer Branch
 Campus**
 550 Lake Drive, Suite A
 Lapeer, MI 48446
 (810) 667-4166

**Northern Tier Branch
 Campus**
 4028 W. Vienna Rd.
 Clio, MI 48420
 (810) 232-8044

**Southern Lakes Branch
 Campus**
 2100 W. Thompson Rd.
 Fenton, MI 48430
 (810) 762-5000