



# Summer Dual Enrollment Program

## Courses Eligible for Dual Credit

All courses taken through TSC must be selected from the approved list provided by TSC. However, *not all courses are eligible for dual credit. Courses available for dual enrollment credit are:*

ISD Course Title:	TSC Course:	Prerequisite Course	TSI Reading	TSI Writing	TSI Math
ART I	ARTS 1301	NONE	Attempt		
BIOLOGY II (Sci Majors)	BIOL 1306	MATH 1314; recommended co-requisite BIOL 1106 or prior credit	X	X	X
BIOLOGY II (Sci Majors) Lab	BIOL 1106	MATH 1314; recommended co-requisite BIOL 1306 or prior credit	X	X	X
ECONOMICS	ECON 2301	NONE	X	X	
ENGLISH III	ENGL 1301	NONE	X	X	
ENGLISH IV	ENGL 1302	ENGLISH 1301	X	X	
LITERARY GENRES	ENGL 2341	ENGLISH 1301	X	X	
US GOVERNMENT I	GOVT 2305	NONE	X	X	
US GOVERNMENT II	GOVT 2306	NONE	X	X	
ALGEBRA II	MATH 1314	NONE			X
PRE-CALCULUS	MATH 2412	MATH 1314			X
CALCULUS	MATH 2413	MATH 2412			X
MUSIC APPRECIATION	MUSI 1306	NONE	Attempt		
PHYSICS	PHYS 1301	MATH 1314; recommended co-requisite PHYS 1101	X	X	X
PHYSICS LAB	PHYS 1101	MATH 1314; recommended co-requisite: PHYS 1301 or prior credit	X	X	X
PSYCHOLOGY	PHYC 2301	NONE	X	X	
SOCIOLOGY	SOCI 1301	NONE	X	X	
SPANISH I	SPAN 2313	NONE	Attempt		
SPANISH II	SPAN 2315	NONE	Attempt		
COMMUNICATION APPLICATIONS	SPCH 1315	NONE	Attempt		
CHEMISTRY II	CHEM 1311	MATH 1314; recommended co-requisite: CHEM 1111	X	X	X
CHEMISTRY II LAB	CHEM 1111	MATH 1314; recommended co-requisite: CHEM 1311 or prior credit	X	X	X

**NOTE: If a student takes a dual enrollment course for which BISD credit has already been earned, neither the dual enrollment course nor the dual grade will replace the BISD course or grade; and the dual enrollment course/grade will not figure into the student's GPA.**

### Rules for Receiving Dual Credit

To receive dual credit a student must:

1. Submit an official copy of the TSC transcript to the student's counselor.
2. Submit a BISD Credit Request form with official TSC transcript.
3. Return dual textbooks to the ECHS campus.

Once required documents have been submitted to the student's counselor, and all textbooks have been returned, credit will be added to the student's transcript. Any dual enrollment courses added to the student's transcript for district credit will receive the same grade appearing on the TSC official transcript but in numerical form. Transcribing of grades will be based on the following conversion chart, subject to change (page 56 of the 2016-2017 District's Course Listing Guide):

Higher Education Table	Institute of Higher Education Table (Effective Fall 2013)		BISD Conversion
A	A+	98 to 100	100
	A	93 to 97.9	98
	A-	90 to 92.9	93
B	B+	87 to 89.9	90
	B	83 to 86.9	87
	B-	80 to 82.9	83
C	C+	77 to 79.9	80
	C	73 to 76.9	77
	C-	70 to 72.9	75
D	D+	67 to 69.9	73
	D	63 to 66.9	72
	D-	60 to 62.9	70
F	F	Failure (will be posted)	

***If a student takes a course eligible for dual credit, the student does not have to request dual credit for the course, nor does the grade have to appear on the student's BISD transcript.***

***Courses that are placed on a student's BISD transcript for credit will be given a Level III weight when figuring the GPA.***

## Enrollment / Registration Procedures:

1. Students who are rising sophomores, juniors, and seniors are eligible to take two dual courses or up to eight credit hours during summer I & II 2017 on TSC's campus.
2. **New Students:** The following documentation must be submitted on the day of registration: student enrollment form, parent consent form, TSI scores, BISD transcript, proof of Apply Texas submission, and meningitis records.
3. **Returning Students:** The following documentation must be submitted on the day of registration: updated TSI scores, if needed, and meningitis records.
4. **Drop or Withdrawal:** Students who wish to drop or withdraw from a course are responsible for completing required documentation at TSC's High School Program and Service Department at 80 Fort Brown, Commandant's Quarters.

Date	Location	Time	ECHS Campuses
April 1, 2017	ITECC (TSC Campus) <a href="http://www.tsc.edu/campus_map/">http://www.tsc.edu/campus_map/</a>	9:00 a.m. - 12:00 p.m.	Pace, Porter, Veterans
April 8, 2017	ITECC (TSC Campus)	9:00 a.m. - 12:00 p.m.	Hanna, Lopez, Rivera
April 12, 2017	ITECC (TSC Campus)	5:00 p.m. – 7:00 p.m.	Any campus makeup date

### Important Dates for Summer 2017 Dual Credit Courses:

**April 1, 8, 12:** Summer I & Summer II Registration Begins

**May 22:** Students may begin checking out dual textbooks from the ECHS campus for Summer I & II

**June 2:** Summer I Drop Deadline

**June 5:** Summer I Classes Begin (BISD Final Exam Arrangements Need to Be Made)

**June 23:** Last day to check out textbooks from ECHS campus for Summer I & II dual credit courses

**June 28:** Summer I Last Day to Withdrawal

**July 6:** Summer I Last Day of Class

**July 7:** Summer I Final Exams

**July 10:** Summer II Drop Deadline

**July 11:** Summer II Classes Begin

**August 3:** Summer II Withdraw Deadline

**August 10:** Summer II Last Day of Class

**August 11:** Summer II Final Exams

**August 21:** Deadline to return dual credit textbooks to ECHS campus

### **Fees, Dues, and Textbooks**

***BISD will provide tuition and textbooks for students participating in TSC's dual credit courses listed above.***

#### **Textbook Procedures:**

In order for BISD students to receive dual textbooks in time, students must register for Summer 1 and Summer II sessions on the campus registration date and check out necessary textbooks from their campus textbook administrator starting May 22<sup>nd</sup>, 2017, and ending June 23<sup>rd</sup>, 2017. Textbooks must be returned to the ECHS campus by August 21<sup>st</sup>, 2017.

#### **BISD Disclaimer for Non Approved Dual Courses:**

***Any fees, dues, tuition, and the cost associated with acquiring required textbooks for a student participating in courses outside the approved dual credit program are the sole responsibility of the parents and/or guardian. In this this case, students must follow the individual approval admissions process at TSC.***

\*Tuition and Fee Schedule for non-dual credit courses can be found on TSC's website:  
<http://www.tsc.edu/index.php/current-students/tuition-and-fee-schedule.html>



## BACTERIAL MENINGITIS FORM

Texas Education Code, Sec. 51.9192 establishes the requirement that all entering students enrolling in public, private or independent institutions of higher education on or after Jan. 1, 2012 must show evidence of having received an initial bacterial meningitis vaccination or booster during the five-year period and at least 10 days prior to the first day of the semester and identifies exceptions to the requirement. Students are exempt if they are 22 years of age or older.

The completed form can be submitted in person, mailed or emailed to the Office of Admissions, Arnulfo L. Oliveira Student Services Center, Brownsville, TX 78520, fax 956 295 3601, [admissions@tsc.edu](mailto:admissions@tsc.edu).

**STUDENT NAME:** \_\_\_\_\_

**DOB :** \_\_\_\_ - \_\_\_\_ - \_\_\_\_

**TSC ID:** \_\_\_\_\_

I also give my permission to the Office of Admissions to share such information with other responsible college officials when deemed necessary.

**STUDENT SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

To be completed by physician or healthcare provider: Verification

First immunization: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Mo. Day Yr

or  
Bacterial Meningitis Booster: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Mo. Day Yr

Please place address and stamp above

By signing this form, I certify the information above is true and accurate, and that I am authorized by law to administer a vaccination or I have legal designation to complete and sign this form on behalf of a Health Practitioner authorized by law to administer an immunization, and that the bacterial meningitis vaccination/booster was administered to the student named above and on the date provided.

Signature of physician, health care provider or designee:

\_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**EXEMPTIONS TO IMMUNIZATION REQUIREMENTS:** A student (or a parent or guardian of a student) is not required to submit evidence of receiving the vaccination against bacterial meningitis if the student (or a parent or guardian of a student) submits to the institution:

An affidavit or a certificate signed by a physician who is duly registered and licensed to participate medicine in the United States, in which it is stated that, in the physicians opinion, the vaccination required would be injurious to the student's health and well-being.

An affidavit signed by the student stating that the student declines the vaccination for bacterial meningitis for reasons of conscience, including a religious belief. A completed, notarized "Exemption from Immunization for Reasons of Conscience" form from the Texas Department of State Health Services must be used. Students must request this form directly from TDSHS by mail or online at <https://webds.dshs.state.tx.us/immco/affidavit.shtm>. The exemption form may take several weeks to process and should be requested, completed and submitted before registration to ensure classes are not cancelled.

Because bacterial meningitis is a serious and potentially deadly disease, applicants should consult a physician about immunizing to prevent the disease.



**EARLY COLLEGE  
ENROLLMENT FORM**

**STUDENT NAME:** \_\_\_\_\_ **TSC ID #:** \_\_\_\_\_

**SCHOOL:** \_\_\_\_\_ **GRADE:** \_\_\_\_\_ **DATE OF BIRTH:** \_\_\_\_\_

**YEAR:** \_\_\_\_\_  **FALL**  **SPRING**    **PROGRAM OF STUDY:** \_\_\_\_\_

**HIGH SCHOOL ID NUMBER:** \_\_\_\_\_ **PHONE NUMBER:** \_\_\_\_\_

**STUDENT:**

1 \_\_\_\_\_ Complete the online application at [www.applytexas.org](http://www.applytexas.org). **Application ID #** \_\_\_\_\_

2 \_\_\_\_\_ Take TSI assessment exam.

3 \_\_\_\_\_ Submit completed "Student Guidelines & Parental Consent" form to counselor.

4 \_\_\_\_\_ Meet with your counselor and determine the course in which you would like to enroll:

Fall

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_ 4. \_\_\_\_\_

Spring

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_ 4. \_\_\_\_\_

**COUNSELOR:**

5 \_\_\_\_\_ Submit the following to the TSC Office of High School Relations and Community Outreach:

\_\_\_\_ Most current student transcript

\_\_\_\_ Completed "Student Guidelines & Parental Consent" form

\_\_\_\_ TSI test scores

Exam:  TSI     TAKS     STAAR EOC     SAT     ACT

Test Scores: Math: \_\_\_\_\_ Reading: \_\_\_\_\_ Writing: \_\_\_\_\_

Passing TSI Test Scores: Math:  $\geq 350$  Reading:  $\geq 351$  Writing: Essay  $\geq 5$  or 4 w/ 363

6 \_\_\_\_\_ Submit complete class rosters to the TSC Office of High School Relations and Community Outreach by the approved deadline.



**STUDENT GUIDELINES  
AND PARENTAL CONSENT**

- College Student Status** - Students enrolled in Early College High School are considered college students and all their coursework will appear on their college transcript. A college transcript is an official record that is subject to review and consideration in connection with the student's continued academic eligibility, future financial aid, college/university applications, and other academic matters. Withdrawal from a class or failing a class could affect the student's future academic status and eligibility for financial aid. Students should only enroll in an Early College High School course if they are committed to staying in the course and successfully passing the course.
- Continued Eligibility** – Students are considered in good standing if they maintain a minimum of a 2.0 GPA. Good standing is affected if overall GPA falls below a 2.0 in any given semester. The Early College High School student may be placed on academic probation or dismissal, either limiting or excluding them from taking future courses.
- Withdrawal from an Early College High School Course** - Should it become necessary to withdraw from an Early College High School course, the student is responsible for informing the instructor and the student's high school counselor prior to the semester withdrawal deadline.
- Testing Requirements** - Before students can enroll in an Early College High School course, they must qualify by successfully passing all or a portion of the TSI exam. See "Eligibility Requirements" for more information.
- Class Attendance** - Classes begin promptly at the scheduled time. Student attendance and participation is paramount to academic success. Regular and punctual attendance is expected of all students.
- Program of Study** – Students taking an Early College High School course must choose a program of study from the approved listing provided to counselors and for appropriate course recommendation. The program of study will determine which courses the student may enroll in.

**STUDENT COMPLETES THIS SECTION:**

Print Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
High School: \_\_\_\_\_ Date: \_\_\_\_\_

**PARENT/GUARDIAN COMPLETES THIS SECTION:**

By signing this document, I signify that I am the Parent or Legal Guardian, and I have read and understand the guidelines described above. I give permission for the student named above to participate in Early College High School program, subject to the above stated Guidelines. I give Texas Southmost College permission to obtain any and all records, including education records held by the school district in which the student named above is enrolled, to facilitate his/her participation in the Early College High School program at Texas Southmost College.

Parent/Guardian Print Name: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_





## GUIA PARA LOS ESTUDIANTES Y EL CONSENTIMIENTO DE LOS PADRES

- Estatus del Estudiante Universitario** – Los estudiantes matriculados en “Early College High School” se consideran estudiantes de la universidad y todos los cursos en los que se hayan matriculado aparecerán en su expediente académico universitario. Un expediente universitario es un registro oficial sujeto a revisión y examen de la continua elegibilidad académica del estudiante, de la ayuda financiera futura, de las solicitudes de ingreso a la Universidad y de otros asuntos académicos. El darse de baja o reprobar un curso podría afectar el estatus académico futuro del estudiante y su elegibilidad para ayuda financiera. Los estudiantes sólo deberán inscribirse en un curso de Early College High School si se han comprometido a permanecer en el curso y pasarlo con éxito.
- Elegibilidad Continua** - Los estudiantes se consideran en un avance educativo apropiado si mantienen un promedio mínimo de 2.0 GPA. Su avance apropiado se verá afectado si su promedio general GPA cae por debajo de 2.0 en cualquier semestre. El estudiante matriculado en “Early College High School” podría llegar a estar en un estatus probatorio académico o en despido, situación que le limitaría o excluiría de cursos futuros.
- Darse de baja de un Curso de “Early College High School”** - Si fuera necesario darse baja de un curso de “Early College High School”, el estudiante será considerado responsable de informar al instructor y al consejero de la escuela preparatoria del estudiante antes de la fecha señalada para darse de baja en el semestre.
- Exámenes requeridos** - Antes de que los estudiantes puedan inscribirse en un curso de “Early College High School”, deben calificarse al pasar con éxito todo o una porción del examen “TSI”. Vea los “Requisitos de elegibilidad” para mayor información.
- Asistencia a clase** - Las clases comienzan puntualmente a la hora programada. La participación y la asistencia de los estudiantes es de suma importancia para el éxito académico. Se espera una asistencia obligatoria y puntual de parte de todos los estudiantes inscritos.
- Programa de Estudio** – Los estudiantes que tomen un curso de “Early College High School” deberán elegir un programa de estudio de la lista aprobada que será proporcionada a los consejeros para una recomendación adecuada de cursos. El plan de estudios va a determinar los cursos para los que el estudiante deberá inscribirse.

### SECCIÓN PARA SER LLENADA POR EL ESTUDIANTE:

Nombre (Letra de molde): \_\_\_\_\_ Fecha de nacimiento: \_\_\_\_\_

Preparatoria: \_\_\_\_\_ Fecha: \_\_\_\_\_

### EL PADRE/TUTOR COMPLETA ESTA SECCIÓN:

Al firmar este documento, se sobreentiende que soy el Padre o Tutor Legal, y que he leído y entendido los requisitos anotados en la sección superior del documento. Autorizo que el/la estudiante antes mencionado/a pueda participar en “Early College High School”, conforme a los requisitos indicados anteriormente. Doy, asimismo, permiso a Texas Southmost College para obtener todos los datos y los registros, incluyendo registros educativos en poder del distrito escolar que denoten la inscripción del estudiante mencionado arriba, para facilitar su participación en “Early College High School” de Texas Southmost College.

Nombre (en letra de molde) del Padre/Tutor: \_\_\_\_\_

Firma del Padre/Tutor: \_\_\_\_\_ Fecha: \_\_\_\_\_





OFFICE OF HIGH SCHOOL PROGRAMS

# DROP FORM

ID #

YEAR: \_\_\_\_\_  Fall  Spring

Name: Last \_\_\_\_\_ First \_\_\_\_\_

Date of Birth \_\_\_\_\_ Counselor \_\_\_\_\_

School: \_\_\_\_\_

DROP				
ISD Course Name	TSC Course Name	Course #	Period	Instructor

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

Date: \_\_\_\_\_

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

Date: \_\_\_\_\_



OFFICE OF HIGH SCHOOL PROGRAMS

# DROP FORM

ID #

YEAR: \_\_\_\_\_  Fall  Spring

Name: Last \_\_\_\_\_ First \_\_\_\_\_

Date of Birth \_\_\_\_\_ Counselor \_\_\_\_\_

School: \_\_\_\_\_

DROP				
ISD Course Name	TSC Course Name	Course #	Period	Instructor

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

Date: \_\_\_\_\_

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

Date: \_\_\_\_\_



EARLY COLLEGE HIGH SCHOOL COURSE WITHDRAWAL FORM

STUDENT NAME: \_\_\_\_\_ TSC ID#: \_\_\_\_\_

SCHOOL: \_\_\_\_\_ DATE: \_\_\_\_\_

YEAR: \_\_\_\_\_ [ ] FALL [ ] SPRING DATE OF BIRTH: \_\_\_\_\_

Students who wish to withdraw from an Early College High School course must submit this completed form to their school Counselor prior to the official semester withdrawal deadline.

Table with 5 columns: Student Complete this Section (Course Name, Course Number, Course Section) and Instructor Complete this Section (Instructor Signature, Last Date of Attendance)

I hereby withdraw from my Early College High School course(s) for the term and year indicated above.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

I am aware that my son/daughter is dropping the Early College High School course(s) above. I understand that a "W" will appear on my son/daughter's college transcript. A "W" could possibly affect my son/daughter's future financial aid status and/or satisfactory academic progress.

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

SCHOOL DISTRICT USE ONLY:

Counselor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

TEXAS SOUTHMOST COLLEGE USE ONLY:

Received By: \_\_\_\_\_ Date: \_\_\_\_\_

[ ] Approved [ ] Denied Comments: \_\_\_\_\_

Processed By: \_\_\_\_\_ Date: \_\_\_\_\_