



APPLICATION FOR HIGH SCHOOL CONCURRENT ENROLLMENT

Revised 4-17-15 MC/ES

Name: _____ DOB: _____ CWID: T _____

Address: _____

Phone: (____) _____ - _____ Email: _____@_____ City _____ State _____ Zip _____

Grade: ☐ Junior ☐ Senior

Graduation Date (Month and Year) _____

LIST TCC COURSES BELOW:

CRN	Discipline	Course #	Section	Title	Credit Hours

Student & Parent or Guardian Responsibility

See Reverse Side For Policy Guidelines and Instructions.

- We have read and understand the policy guidelines for concurrent enrollment on the back of this application. Any addition to the TCC course schedule listed above must be approved by the Director of Enrollment Services or designee.
- We understand that any schedule adjustment or withdraw must be approved by the High School Counselor. Failure to withdraw may result in an "F" grade that cannot be removed. *(Student must complete the Concurrent Schedule Adjustment Form which is available online.)*
- If the student plans to enroll at TCC next semester, another concurrent application must be completed and submitted to the Enrollment Services office.
- I give my permission for Tulsa Community College to share information with my high school regarding attendance, grades, academic performance, disciplinary actions, and my student records.

⇒ Parent/Guardian Signature: _____ Date: _____

⇒ Student Signature: _____ Date: _____

Student should personally return the form, transcript, and ACT scores to any Enrollment Services Office.

TO BE COMPLETED BY HIGH SCHOOL PRINCIPAL AND COUNSELOR: List all classes on high school class schedule. Schedule not applicable for Summer.

Name of High School: _____ Semester: (Check Only One) ☐ Fall ☐ Spring ☐ Summer Year: _____

Counselor Name: _____ Phone: _____ Email: _____

- We have examined the academic records of the student above and certify that he/she is eligible to satisfy high school curricular and graduation

	TITLE	HIGH SCHOOL UNIT	CREDIT HOURS
1.			3
2.			3
3.			3
4.			3
5.			3

requirements no later than the spring semester of the senior year.

- I recommend that the student be permitted to enroll for the semester indicated above, subject to the guidelines for concurrent enrollment on the reverse side of this form.
- Principal Signature: _____ Counselor Signature: _____

TO BE COMPLETED BY ENROLLMENT SERVICES:

Semester/Year: _____ Grade: ☐ Junior ☐ Senior Graduation Year: _____ GPA _____

ACT: E _____ M _____ R _____ SR _____ COMP _____ High School transcript received within the current school year? ☐ Yes ☐ No

of enrolled H.S. hours: _____ # hours at TCC: _____ Total # of hours: _____ (not to exceed 19 in Fall/Spring and 9 Summer)

Waiver: ☐ Yes ☐ No Comments: _____

Enrollment Staff Signature: _____ Date: _____ Reviewed by: _____

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ADMISSION CRITERIA

Students attending accredited high schools, unaccredited high schools or are home schooled must meet the following criteria for concurrent enrollment admission:

- Students must be juniors or seniors and eligible to graduate from high school in the spring of their senior year. Students who are home schooled or attending an unaccredited high school must be at least 16 years of age as a junior and 17 years of age as a senior.
- Students must participate in the American College Testing program (ACT) or the Scholastic Aptitude Test (SAT).
- SAT is for Admission purposes only, not course placement.
- Juniors must have a composite score of 21 (ACT) or 980 (SAT) or cumulative un-weighted high school GPA of 3.5. Seniors must have a composite score of 19 (ACT) or 900 (SAT) or cumulative un-weighted high school GPA of 3.0.
- Students who opt to take TCC's residual ACT test will only be allowed to use the first test taken during the year for admission and placement purposes. (For testing purposes, the year starts Nov. 1st and ends the following Oct. 31st). Students who take the National ACT Exam can repeat the test without consequence.

Student must provide the following credentials to the Enrollment Services Office on the campus of attendance:

- Tulsa Community College Online Application for Admission
- Concurrent Enrollment Application with appropriate signatures
- A current official high school transcript is required each academic year
- Official ACT or SAT scores (ACT scores required for course placement)

Admission to the institution does not guarantee eligibility for course placement.

ACE Tuition Waiver Scholarship is awarded on a "First come-first served basis" as funds are available. Students must be enrolled in a minimum of three (3) and a maximum of six (6) credit hours per semester and must follow the policy regulations.

ENROLLMENT CRITERIA

Students attending accredited high schools, unaccredited high schools or are home schooled must meet the following criteria for enrollment in classes:

- Both juniors and seniors must be proficient in the area in which they wish to enroll.
 - ◆ Students must have a 19 (ACT) subject score in English, Mathematics, and/or Science Reasoning to enroll in those courses. Tulsa Community College requires that a student score a 20 (ACT) in Math to enroll in MATH 1513 (College Algebra).
 - ◆ Additionally, students must have a 19 (ACT) in Reading to enroll in any other collegiate course. TCC's Computerized Placement Test (COMPASS) may not be used to meet the proficiency requirements.
- Enrollment for all concurrent students will not exceed 19 credit hours per long semester or 9 credit hours for summer. For purposes of calculating workload, one-half high school unit shall be equivalent to three semester hours of college work.
- Zero Level Courses (intended for remediation of curricular or performance deficiency) and Physical Education Activity courses are not eligible for concurrent enrollment.
- Concurrently Enrolled High School Students may not audit college courses.
- Re-enrollment is contingent upon the student achieving a college overall GPA of 2.0 or higher in TCC classes.
- All other students not qualified by grade level may be considered for enrollment under the Opportunity Admissions category.

**A detailed explanation of Oklahoma State Regents' policy on
concurrent enrollment is available from the Enrollment Services Office.**