

DUAL CREDIT TO COLLEGE DEGREE



Earn College Credit In High School

STEP ONE

Begin the admission process online

- Use this URL link to apply for admission www.tulsacc.edu
- **PLEASE DO NOT USE A HIGH SCHOOL EMAIL ADDRESS** in the online application.
- You will receive a student ID number and login instructions by email in 2-5 days.
- Contact Call2000@tulsacc.edu or call 918.595.2000 for technical difficulties.
- Contact admission@tulsacc.edu if you did not receive a student ID by email.

TCC admission requirements: meet at least one of the following criteria

| | |
|-----------------------------------------------------|------------------------------------------------------------------|
| National ACT | 19 |
| Residual ACT –Administered by TCC Testing Center | 19 Only one residual ACT per year (Nov. 1 to Oct.31) |
| Pre-ACT (10th Grade) | 19 |
| PSAT 10 (10 th Grade) and the PSAT NMSQT | 990 (Test administered on or after March 5 th , 2016) |
| SAT | 990 (Test administered on or after March 5 th , 2016) |
| GPA - accredited high school students only* | Unweighted accredited High School GPA 3.0 or better |

*Home schooled students and students from unaccredited high schools shall have completed enough high school coursework to be equivalent to an individual who is classified as a junior or senior at an accredited high school and may be admitted on any of the testing options above, **except the high school GPA per OSRHE policy.**

STEP TWO

Complete admission

Submit the following documents to TCC enrollment services

- Current high school transcript with unweighted GPA, courses, grades, and units
- All test scores from the admission requirements approved list above

STEP THREE

Check course placement eligibility

- If your scores do not meet placement requirements below, then
 - Sign up online for national ACT, Pre-ACT, PSAT10, PSAT-NMSQ, or SAT
 - OR contact the TCC Testing Center 918-595-7534 for residual ACT information
 - OR meet with a TCC advisor for referral to the Accuplacer course placement tests

TCC Course Placement Requirement

| Curricular Area ¹ | ACT | Pre-ACT (10 th Grade) | Residual ACT | SAT | PSAT10 Or NMSQT | Accuplacer/ Writeplacer/ Successnavigator |
|------------------------------|-------------------------|----------------------------------|-------------------------|----------------------|----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| English Courses | 19 Reading & 19 English | 19 Reading & 19 English | 19 Reading & 19 English | 510 R/W | 510 R/W | TCC placement tests 1. Complete admission first. 2. Take high school transcript, any national test scores, and list of courses needed to advising at any TCC campus. 3. The advisor will enter the appropriate test referral. 4. Student will go to the testing center and follow all testing guidelines. Scores are received after testing. 5. Student takes the scores to high school counselor in order to take the next step in enrollment if eligible. |
| Math Courses ² | 19 Reading & 19 Math | 19 Reading & 19 Math | 19 Reading & 19 Math | 510 R/W and 510 Math | 510 R/W and 510 Math | |
| Science | 19 Science Reasoning | 19 Science Reasoning | 19 Science Reasoning | Use 510 R/W | Use 510 R/W | |
| Other | 19 Reading | 19 Reading | 19 Reading | 510 R/W | 510 R/W | |
| | | | | | | |

¹ Some courses may have prerequisites. See advising or course catalog @ www.tulsacc.edu ² Math score requirements vary by course. The six semester unweighted GPA may be an option for enrollment in some math courses. See an advisor for requirements.

STEP FOUR

Complete the college enrollment form

- **Pick up a TCC enrollment packet** from your high school counselor or contact TCC Dual Credit and a packet will be emailed to you.
- **Complete section 1A, B, & C** of the enrollment form. Parent/guardian must sign even if student is 18 or older.
- **Meet with your high school counselor.** Discuss how college courses work with your schedule. The high school counselor will complete and sign section 2A, B, & C of the enrollment form.
 - All students must be **on track to graduate** from high school with their 9th grade cohort group and must not have graduated early.
 - All dual credit students must maintain a **college GPA of 2.0 or above** to enroll in subsequent semesters.

STEP FIVE

Submit your enrollment documents

- **Enrollment documents include:** High School Student College Enrollment Form, high school transcript (in a sealed envelope), and national test score records.
- If you live in Tulsa Co. **and** are enrolling in a course with a [section number beginning with 1, 2, 3, or 4](#), take the documents to any TCC campus.
- If you live outside of Tulsa Co., **and** are enrolling in a course with a [section number beginning with 1, 2, 3, or 4](#), your counselor may email the documents to enrollment@tulsacc.edu.
- If you are enrolling in a course with [a section number beginning with a 6](#), your counselor will email the packet of documents to dualcredit@tulsacc.edu.

STEP SIX

Accept tuition waiver

- **All students: When the semester begins**, read and accept the terms and conditions and the award in the MYTCC financial aid dashboard to receive the tuition waiver. See [tuition waiver policy](#) for more information.
- **Juniors:** TCC provides 6 credit hours of free tuition to juniors each semester (summer after 10th, fall, and spring) who meet eligibility requirements.
- **Seniors:** Oklahoma provides 18 credit hours of free tuition to all seniors who meet eligibility requirements.

STEP SEVEN

Pay your TCC account balance

- **One-time admission fee** of \$20 paid with first semester's enrollment (first-time entering students).
- **Course fees** vary based on credit hours, course delivery, course type, and course location, e.g. off-campus, on-campus*.
- **Subsidized fees**-Students who are eligible to receive and have applied for Oklahoma Promise should check with TCC or their high school counselor for available off-campus* fee reduction programs.
- **Online technology fees** are assessed for both subsidized and regular courses delivered online. Other special course fees may apply, e.g. science lab fees.
- **Tuition** amounts in excess of the tuition waiver if applicable.
- **Payment:** TCC accepts payment online or at any of the four main campuses' Bursar offices (Metro, West, Northeast, Southeast Campuses). Some high schools collect payments – check with your high school counselor.

*Off-site TCC Campus – Students attend courses held at an off-campus community site or at a high school embedded site.

*On TCC Campus – Students attend courses at a TCC campus or online courses hosted by one of the four main campuses.

Satisfactory academic progress

- **College records are permanent;** therefore, it's important to maintain your grades while at TCC, even while in high school. If a student's grades fall below the cumulative 2.0, they will not be allowed to re-enroll in the dual enrollment program. The failure to complete a certain percentage of classes may also affect future college financial aid awards. See tulsacc.edu financial aid policies for more information.

Contact TCC Dual Credit to College Degree
918-595-4705

dualcredit@tulsacc.edu

Revised 1/28/2020