

LONDON INDEPENDENT SCHOOL DISTRICT

Corpus Christi, Texas



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**DEL MAR COLLEGE
Dual Credit Admissions**

**Fall 2021
Spring 2022**

London Independent School District students have an opportunity to take college courses while attending high school to earn both high school graduation credit and college credit by participating in the Dual Credit program.

**Student
Application Packet**

Fall Priority Deadline: April 1, 2021

TABLE OF CONTENTS

Dual Credit Student Admissions Checklist.....	3
Dual Credit Program Guidelines Acknowledgement.....	4
Texas Success Initiative (TSI) Assessment Information.....	6
Assessment Levels.....	7
Dual Credit Self-Pay Acknowledgement.....	8
Bacterial Meningitis Vaccination Form	9
FERPA Form	10

DUAL CREDIT STUDENT ADMISSIONS CHECKLIST

To participate in the Dual Credit Program, London ISD students must have met college admission requirements. Paired or companion courses constitute one course. **High school credit will not be awarded for courses requiring multiple Dual Credit courses until all courses have been completed.**

The following Dual Credit application process is to be strictly adhered to when requesting and submitting an application for Dual Credit enrollment at partnering college. The student will enter the date the requirements are completed. The high school counselor will initial next to the completed and reviewed requirements.

The **Texas Success Initiative (TSI)** is a state-legislated program designed to improve student success in college. There are two components of the program.

1. An assessment to diagnose students' basic skills in reading, mathematics, and writing.
2. Developmental instruction to strengthen academic skills that need improvement

The student must submit completed application to their high school counselor, including all required forms for Fall 2021 and Spring 2022 enrollment and must meet the college admissions requirements and follow district application procedures.

The student will:	Date Completed	Counselor Initials
Meet with his/her high school counselor and receive a Dual Credit Admissions Student Application Packet, which includes the original Del Mar College Dual Credit Program Application. The packet is reviewed for a clear understanding of expectations. (To be completed with each new request for registration.)		
Complete original Del Mar College Dual Credit Application with parent/guardian signature.		
Review and sign Dual Credit Program Guidelines Acknowledgment. (p. 4-5)		
Register for the TSI Assessment & complete the Pre-Assessment Activity (p.6)		
Pass the TSI Assessment or meet qualifying exemptions (p.6-7)		
Provide a copy of qualifying placement scores for the TSI Assessment to student's high school counselor. (See page 7 for exemption to the TSI Assessment) (Students may not enroll in any Dual Credit course unless qualifying test results or exemptions have been submitted.)		
Complete the Apply Texas Application at the following website for Del Mar College admission: https://www.applytexas.org Must print and attach confirmation page.		
Submit copy of high school transcript.		
Submit Self-Pay Acknowledgement, if needed. (p. 8)		
Submit proof of Meningitis vaccination and/or a valid exemption. (p. 9)		
Submit signed FERPA documentation. (p. 10)		
Return completed packet, including all required forms, to student's high school counselor.		
<p>Questions regarding the Del Mar College courses that constitute the District's approved courses for Dual Credit Program and the Del Mar College admissions requirements are to be referred to the student's high school counselor. Students and parents are encouraged to regularly check the district's website under "Students & Parents" for updates to the current year's <i>Course Guide</i>. Students who are dropped from their courses due to tuition non-payment will be required to contact the Del Mar College Dual Credit Office to re-enroll. Re-enrollment is not guaranteed if space is not available in the course.</p>		

The Dual Credit Application Packet will not be eligible for submission to Del Mar College until all of the above have been successfully completed and submitted

**LONDON INDEPENDENT SCHOOL DISTRICT
DUAL CREDIT PROGRAM GUIDELINES ACKNOWLEDGEMENT**

Return this completed form to your high school counselor with both student and parent/guardian signatures by April 1, 2021.

The Student:

- must submit completed application to the high school counselor, **including all required forms**, by the deadline listed above;
- must meet the Del Mar College admissions and district application procedures;
- is required to pay for all Del Mar College courses;
- must be limited to the courses approved for Dual Credit on the Dual Credit Application Form by his/her high school counselor and/or principal, and by the appropriate Del Mar College official when seeking high school credit;
- **must verify with the high school counselor if course is to be taken: 1) online on the high school campus, 2) on the high school campus with a Del Mar College adjunct instructor, or 3) by attending Del Mar College;**
- must meet all Del Mar College requirements prior to enrolling in a full year high school Dual Credit course that is attached to a spring DMC Dual Credit course;
- before dropping a course, must complete and submit withdrawal form that is available from the Registrar's office at any DMC campus site or from the high school counselor. Failure to file a withdrawal form with the DMC registrar may result in grades of "F" for courses in progress. Copy of the DMC withdrawal must be provided to the high school counselor or registrar;
- is subject to all rules of both the Del Mar College and LISD;
- is responsible for adhering to all requirements set forth in the course syllabus. The evaluation of academic work is the prerogative of the instructor and the rules for determining final course grade is provided by the instructor to students in an electronic or printed course syllabus at the beginning of the semester;
- is responsible for communicating grade challenges to Dual Credit instructor within one week of grade reporting;
- should be aware that the post-secondary curriculum offered to special needs students will not be modified, but that they may contact Del Mar's Disability Services office at (361)-698-1292 to inquire about other services for students with disabilities
- is responsible for transportation to and from the Del Mar College for courses taken on the campus unless transportation by the school is provided;
- is entitled to all of the Del Mar College resources: student identification cards, access to campus facilities, counselor assistance, drama programs, library enrichment film series, music recitals, and tutorial assistance from both the Math Lab and Writing Center, etc. and;
- must submit an unofficial copy of their Del Mar College transcript if they have any previous dual credit courses;
- must complete the Pre Assessment Activity (PAA) required prior to taking the TSI Assessment: go to the following website <https://www.tsipreview.com/>, click on Get Started;
- must complete the TSI Assessment college placement exam or submit a valid exemption;
- must submit proof of Meningitis vaccination or a valid exemption; and
- must submit signed FERPA documentation.

Please refer to p.5 for acknowledgments and special provisions.

**LONDON INDEPENDENT SCHOOL DISTRICT
DUAL CREDIT PROGRAM GUIDELINES ACKNOWLEDGEMENT**

We have read the Dual Credit Application Packet, including the Dual Credit Program Guidelines, and accept the LISD and Del Mar College guidelines as explained. We understand the steps involved in enrolling in a Dual Credit course and will comply by stated deadlines established by LISD and Del Mar College.

STUDENT

X

Student Signature

X

Date

PARENT

X

Parent Signature

X

Date

TSI ASSESSMENT

Texas Success Initiative (TSI) Assessment Information

Students are required to meet Texas Success Initiative (TSI) requirements. The TSI Assessment is used to determine a student's academic ability in order to correctly identify the correct course sequence for new students. The TSI Assessment will determine student preparation level for the subjects of reading, writing, and math.

How do I prepare for the TSI Assessment?

If it is determined that you need to take a placement test, you will be required to complete a Pre-Assessment Activity (PAA) before signing up to take the test. (The PAA certificate will be your admission ticket to the TSI Assessment)

DMC strongly encourages you to thoroughly prepare for the test prior to taking it. Results of this test will determine whether you need multiple levels of developmental writing, reading, and/math, a single level, or if you are college level.

Why is the PAA important?

The PAA is important because it helps students understand the importance of the TSI assessment in determining the correct courses to take which will ultimately lead to student success. Additionally it provides feedback on where students can improve with respect to reading, writing and math. It also provides information on the college and community resources to help students be more successful.

TSI Assessment at the London High School Campus:

- a) Sign up for exam on High School webpage and pay fees in front office.
- b) Complete the Pre-Assessment Activity and print the confirmation of completion of PAA before taking the test. Link for PAA <https://www.tsipreview.com/>

TSI Assessment at Del Mar College:

Registering for the TSI Exam: examinees can register for the TSI Exam in one of two ways.

- 1) The examinee may use a debit/credit card to register online at HYPERLINK "<http://www.delmar.edu/tsi>" www.delmar.edu/tsi using the link, "Click here to schedule your TSI exam" at the bottom of the page. Please note that there is a convenience fee associated with online registration.
- 2) The second way to register is to physically come to the Testing Center located at 3013 Ayers in the Multi-Service Center, room 125 to schedule and pay for the exam. You may pay with cash, check, money order, credit or debit. At the time of registration, examinees will be required to know their social security number and have the Pre-Assessment Activity Verification Number that was sent to their email.

For further information about the TSI Assessment, please contact your school counselor.

Are all students required to complete the TSI Assessment?

TSI Assessment exemptions are available to students who meet score requirements on external assessments such as the ACT, SAT, PSAT, or STAAR EOC. (See the Dual Credit Assessment Levels Chart on the Next Page)

ASSESSMENT LEVELS CHART
LEVEL 1 DEVELOPMENTAL LEVEL 2 DEVELOPMENTAL LEVEL 3 COLLEGE

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READING

	(R1)	(R2)	(R3)
*TSIA2 (on or after January 11, 2021)	935 and below, EFL 2 - 4	936 – 944, EFL 5 or 6	945+
*TSI Assessment (prior to January 11, 2021)	341 and Below	342-350	351+
ACT (Reading)	0-14	15-18	19+
SAT taken prior to March 2016 (Reading)	200-419	420-499	500+
SAT taken on or after March 5, 2016 (Evidence Based Reading and Writing)	200-402	403-479	480+

WRITING AND ENGLISH

	(E1)	(E2)	(E3)
*TSIA2 (on or after January 11, 2021)	Essay 1 - 4, 935 and below, EFL 2 - 4	Essay 3 - 4, 936 – 944, EFL 5 or 6	Essay 5 – 8, 945+; OR <945 & EFL >=5 & Essay >=5
*TSI Assessment (prior to January 11, 2021)	Essay 0-3 and 353 and Below	Essay 0-3 and 354+	Essay 4 and 340+ or Essay 5 and ABE Diagnostic of 4+
ACT (English)	0-14	15-18	19+
SAT taken prior to March 2016 (Reading)	200-419	420-499	500+
SAT taken on or after March 5, 2016 (Evidence Based Reading and Writing)	200-402	403-479	480+

MATHEMATICS

	(M0)	(M1)	(M2)	(M3)
*TSIA2 (on or after January 11, 2021)	935 and below EFL 2,3	936 – 945 EFL 4	946 – 949 EFL 5	950+; OR <950 & EFL 6
*TSI Assessment (prior to January 11, 2021)	335 and Below	336-345	346-349	350+
ACT (Mathematics)	0-12	13-15	16-19	20+
SAT taken prior to March 2016 (Mathematics)	200-310	311-459	460-499	500+
SAT taken on or after March 5, 2016 (Mathematics)	200-329	330-486	487-529	530+

**Test Scores/Placement levels subject to change*
EXEMPTIONS FROM ALL OR SOME ASSESSMENT REQUIREMENTS

	Exempt from Reading and Writing	Exempt from Mathematics
ACT taken within 5 years from the testing date	Must be exempt from ALL parts with a composite of 23+, English 19+, AND Mathematics 19+	
SAT (taken prior to March 2016) taken within 5 years from the testing date	Must be exempt from ALL parts with a score of Reading 500+, Mathematics 500+, AND a combined total of 1070+	
SAT (taken on or after March 5, 2016) taken within 5 years from the testing date	Evidence-Based Reading and Writing (EBRW) 480+	Mathematics 530+
STAAR (EOC) for Graduates	Level 2 ENGL 3 Writing 2000+ & Reading 2000+	Level 2 Algebra 2 4000+
Earned Degrees	A student who has graduated with an associate or baccalaureate degree from a regionally-accredited institution of higher learning	

Bacterial Meningitis Vaccination Form
(For new and returning students under the age of 22 years old)

Student Name: _____ Del Mar ID: _____
Home Address: _____
Telephone Number: _____ Email: _____

Please read and place an "X" next to the statement that applies. Sign, date and submit to the DMC Office of Admission.

- I have received the Bacterial Meningitis Vaccine and attached an official vaccination record.
- My physician or health care professional has documented my meningococcal vaccine at the bottom of this form.
- I understand that proof of vaccination must include the physician's or health care professional's signature, date the vaccination was administered, stamp or seal and contact information
- I understand that I will not be allowed to register for classes at DMC without the meningococcal vaccine

Student Signature: _____ Date: _____

Vaccine Verification and Medical Facility Information (completed by healthcare professional)

Name of Administering Healthcare Facility: _____
Address: _____ Phone: _____
Name of Administering Physician/Healthcare professional: _____
Type of Vaccination: MCV4 MPSV4 Other: _____
Date meningitis vaccine was administered: _____

I hereby verify/confirm that the above named student received the mandated Bacterial Meningitis vaccine as required and that the information provided on this form is true and accurate.

Place Official Stamp Here	<p align="center">Signature of health care professional:</p> _____ <p align="center">Date</p> _____	Place Official Seal Here
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FERPA Release Form - Authorization to Release Information



Student Name (Please Print) _____

Student I.D. Number _____

Date of Birth _____

Phone Number _____

E-mail Address _____

In accordance with the Family Educational Rights and Privacy Act of 1974 (FERPA), the undersigned student hereby permits Del Mar College to disclose the information specified below to the following individual(s) or agency (ies): The student authorizing the release of his/her educational records must sign & present this form to the appropriate office with a photo ID to verify authenticity of this release.

Name: _____

Name: _____

Name: _____

Name: _____

Check the box below to indicate

which records you wish to make available:

- All Financial Aid Records** (records include: status of file, award and disbursement of funds information, Satisfactory Academic Progress status, income information, and any other information contained in the application or financial aid file).
- All Academic/Transcript Records** (records include: transcripts, admission and registration information, schedule documentation contained in the academic records).
- All Student Account Records** (records include: amount for tuition and fees, sources of payment for tuition and fees, refund information, records hold information as it relates to parking tickets, library fines, financial aid repayments and any other accounts receivable information contained in student account records).
- Instructor/Classroom Records** (records include: attendance, progress reports, test and homework scores if available. Please note: instructors are not required to take attendance or provide progress reports, and retain only those records which make up the file grade. FERPA pertains to the release of records. Instructors are not required to have conversations about progress with anyone other than the student).
- All College Records**
- Other** (Please Specify) _____

Please Note: Records for Counseling and services for Students with Disabilities are considered medical records and are not covered under FERPA rules. A separate release form must be obtained from these departments.

I understand the information may be released orally or in the form of copies of written records, as preferred by the requester. This authorization will remain in effect from the date it is executed until revoked by me, in writing, and delivered to the Department(s) identified above.

I release Del Mar College, its employees and the person(s) providing the above described reference or evaluation from all claims and liability for damages that may result from their compliance with this request.

Student Signature Date

London High School Dual Credit Parent Confirmation Form

I understand my student, _____, is held accountable for contacting their professors, first, if they have any questions or concerns related to their courses. Parents and LHS school staff are NOT allowed to contact the professors to intervene on behalf of the student. Should the student encounter any issues with communication or other matters that may arise, my student is to contact the LHS counselor immediately to seek assistance in resolving the situation.

I also understand the following (please initial in the box next to each item below):

____ I understand my student is responsible for completion of the institute of higher education application for admissions within the timeline.

____ I understand the assessment requirements, and my student may/may not be eligible for the courses they requested based on those requirements.

____ I understand my student is responsible for the cost associated with enrollment in the dual credit program to include tuition, fees, and books.

____ I understand successful completion of these courses contributes to graduation credit requirements.

____ I understand the courses my student is enrolling in are college level courses, and will require additional effort and/or time to be successful and that the holiday calendars may be different.

____ I understand for each of these courses, the institution of higher education (IHE) will determine whether the student has gained credit or not. London High School is honoring the credit, but cannot interfere with the determination/grading assigned by the IHE faculty.

____ My student will be held to the standards and expectations of a college student and is expected to conduct themselves as such while in their dual credit classes.

____ My student is expected to read the syllabus for each course of which they enroll and adhere to the expectations set out by the individual instructor.

____ My student can be dropped from a course at any time for failure to comply with the rules of DMC or for any reason listed in the instructor's course syllabus.

____ My student, with my written permission, can drop or withdrawal from a class at any time during the semester. However, at such time, penalties for such will be assessed by DMC and my student will be enrolled in a high school course to ensure they are given an opportunity to recover the necessary credit for graduation.

____ I understand that I must pay for the course by the deadline set forth by Del Mar College.

____ I understand that there may be other costs associated with each course such as textbooks.

By signing below, I verify that I have received all of the necessary information to support my student in being successful in a dual credit program.

Parent/Guardian Signature

Date

Student Signature

Date



**Fall 2021
Dual Credit
Registration Form**

**College Level
TSI Scores**
READING: 351+
WRITING: 340+/Essay 4
MATH: 351+

**College Level
TSIA 2**
(If taken on or after Jan. 11, 2021)
ELAR: 945+
MATH: 950+

DMC ID: _____

Last Name: _____ First Name: _____ Middle Initial: _____

DOB: _____ HS Name: _____ Expected HS Grad Date (MM/YY): _____

Student Email: _____ Student Phone #: _____

Parent Email: _____ Parent Phone #: _____

- Dual Credit Admission Requirements**
1. All students must complete the Application for Admission to Del Mar College online through the ApplyTexas Application.
 2. Meet with your high school counselor to discuss eligibility.
 3. Provide documentation of a meningitis vaccination.
 4. Complete this Dual Credit Registration Form.
 5. Provide an official high school transcript and college transcript if you participated in dual credit with another institution.
 6. Meet TSI assessment requirements for eligible courses.

Fall Courses	Please Check One			Please Check One		ECP Office Only
	@DMC	@HS	@Online	Student Pays	ISD Pays	Waive Lab Fees
1.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

In signing this application, I agree to abide by the rules and policies governing the Dual Credit Program in the contracted agreement between the Independent School District (ISD) and Del Mar College (DMC). I authorize the release of my grades between the ISD and DMC.

Student Signature: _____ Date: ____/____/____

Parent Signature: _____ Date: ____/____/____

High School Counselor Signature: _____ Date: ____/____/____

DMC Director of Admissions Signature: _____ Date: ____/____/____

Fall 2021
Registration Priority Deadline: March 17, 2021
Registration Final Deadline: July 16, 2021
*Tuition Due By: July 21, 2021 by 6:00 p.m.
Classes Begin: August 30, 2021

*Failure to pay will result in being dropped from courses.