

What classes can I take? How many classes can I take?

You may only take a class that is not offered by Williamston High School or is offered but unavailable due to a scheduling conflict. The class cannot be in the areas of hobby/craft, recreation, PE, theology, divinity, or religion.

Students in grades 9 or 10 can only take two total concurrent and dual enrollment courses during their first year, and cannot take more than four courses during their remaining years of high school. A student in grades 11 or 12 cannot take more than six courses per year. Students are limited to ten total concurrent and dual enrollment courses during their high school years. They also must be enrolled in at least one class at their home high school.

Years at postsecondary	Begins taking courses as 9 th grader	Begins taking courses as 10 th grader	Begins taking courses as 11 th grader	Begins taking courses as 12 th grader
1 st Year	2	2	4	6
2 nd Year	2	4	6	-
3 rd Year	2	4	-	-
4 th Year	4	-	-	-
	10	10	10	6

WHS will award a half credit (.5) for the successful completion of a postsecondary approved class. College classes taken for high school credit may appear on your transcript as either credit or can be calculated into your GPA based on the weighted AP grading scale. Unless otherwise requested, the school will choose the option that is best for your GPA.

What is the cost?

Williamston High School will pay up to \$725.00 per class toward tuition and mandatory course fees, including technology fees, material fees, and any late fees. WHS is not responsible for transportation, books, parking, or most activity fees. Be aware that costs may be higher for students who live outside of Ingham County. Check the college/university website for cost per credit hour for in-county versus out-of-county. High school students are not eligible for financial aid and are financially responsible for any amount not paid by Williamston High School. **Students who do not complete or pass their dual enrollment course are responsible for repaying WHS any money the school district paid for the course.** If the money is not repaid, Williamston Community Schools may impose sanctions per district policy.

What now? How do I get started?

1. Complete the concurrent and/or dual enrollment application process for the postsecondary school where you will be taking the class.
2. **Be sure to follow the college's registration calendar. Their deadlines will be different from those of Williamston High School!**
3. During WHS scheduling, sign up for Concurrent Enrollment and/or Dual Enrollment.
4. Complete and submit the required forms to the Counseling Office. For WHS, you need to complete the Concurrent & Dual Enrollment Commitment Form below.
5. Be aware that postsecondary classes **MUST** be pre-approved by the high school prior to enrollment **EACH** semester!

It is the responsibility of the student to apply to the postsecondary institution and register for his/her class(es) through the postsecondary institution. The student must coordinate the postsecondary class(es) with his/her high school schedule. **We recommend taking online courses as these work best with our school day.**

WILLIAMSTON CONCURRENT & DUAL ENROLLMENT COMMITMENT FORM

Student Name (printed): _____

Name of postsecondary institution: _____

Semester: Fall Spring (Circle one or both) Year: _____

As a concurrently and/or dually enrolled student, I agree to the following:

- Attending class online or at the designated institution and providing my own transportation, if necessary.
- Completing all assigned work.
- If a course is withdrawn from, not completed, or failed, repaying WCS all monies they have paid to the postsecondary institution.

By signing below, we (parent and student) agree we have read and agree to the statements listed above.

Student Name (printed) _____ Date _____

Student Signature _____

Cell Phone _____ E-mail _____

Parent Name (printed) _____ Date _____

Parent Signature _____

Cell Phone _____ E-mail _____

_____ I give my child permission to leave Williamston High School during their dual enrollment period(s). I understand that they are responsible for signing in/out of the main office every day when leaving and returning to the school. I also acknowledge that WHS takes no responsibility for the student's whereabouts or behaviors while the student is out of the building. Williamston Community Schools and all employees are released from all liability for events that may occur as a result of the student leaving the building during their dual enrollment hour(s).

_____ I do not give my student permission to leave Williamston High School during their dual enrollment period(s). I understand that they will be assigned to the library and monitored by a WHS staff member.