

Dual Enrollment 101

for High School Students & Parents 2017-2018

What are the steps to enroll in a Thomas Nelson Community College Dual Enrollment (DE) Course?

WHAT ARE THE BENEFITS OF DUAL ENROLLMENT?

- Students have the opportunity to get a head start on college while still in high school, earning high school and college credit for successfully completed courses.
- First-hand exposure to the rigor of college-level work.
- Students will have access to all Thomas Nelson campus resources.



THOMAS NELSON™

The Peninsula's Community College



www.tncc.edu/dual

STEP 1 *APPLY TO THOMAS NELSON & RECEIVE A THOMAS NELSON STUDENT ID NUMBER*

Apply online at: www.tncc.edu/apply

It's FREE and only takes 10 minutes!

STEP 2 *TAKE PLACEMENT TEST*

Students must have applied to the college in order to take the placement test. It's free and no appointment is needed.

Students must submit applicable Reading, Writing, and Math scores for participation in the Dual Enrollment program. This requirement may be satisfied with the submission of PSAT, SAT, ACT, or Virginia Placement Test (VPT) scores. Algebra I SOL is also acceptable for certain courses to fulfill the math placement requirement. More information and VPT practice test links are also available on our website.

www.tncc.edu/testing

Note: A test waiver WILL NOT be granted for the following courses: MTH 163, 173, CHM 111; PHY 241. If you plan to register for any of these courses, you must take the math portion of the placement test.

STEP 3 *FILL OUT DE REGISTRATION FORM WITH PARENT AND PRINCIPAL SIGNATURE*

Students must register each term for a new DE course. If a student is taking a DE course on the high school campus, he or she will receive registration documentation and enrollment instructions from the Dual Enrollment Instructor/Coordinator at the beginning of each course. Documentation and parental permission is required for all dual enrollment students. Students must adhere to registration deadlines and cannot be registered at a later date.

Want to talk to someone for additional Dual Enrollment information?

Contact Your High School Counselor or

LaToya Lawson

Dual Enrollment Coordinator

757.825.2706

lawsonl@tncc.edu

Kamisha Wyatt

Dual Enrollment Coordinator

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Important Testing Information

- You may waive the Virginia Placement Test (VPT) requirement if you have qualifying PSAT, SAT, ACT scores. (Algebra I SOL is also acceptable for certain courses). Please visit the Dual Enrollment website for applicable test scores or speak with a Coordinator for details.
- Your placement test results and PSAT/SAT/ACT scores are valid for 2 years.
- The Virginia Placement test (VPT) is an untimed test in which students will need to complete three sections: Reading, Writing and Math. We recommend students take the test in two different sessions.
- You are allowed ONE re-test per calendar year.



**THOMAS
NELSON**TM

The Peninsula's Community College

Dual Enrollment FAQs

Who is eligible for Dual Enrollment (DE)?

DE is restricted to high school juniors and seniors who meet college placement testing requirements and course prerequisites.

How do I complete the online application?

Students must apply, test, and register using their full, legal name. Any discrepancy with names impedes registration. Students must answer the following questions correctly so their applications can be processed:

SECTION 1: Personal Information

- In what type of classes will you be enrolling?
CREDIT

SECTION 5: Educational Goals

- HS Student - HS & College Credit (041)
- HS or Home Schooled - No HS Crd (042)

Do I have to take the Math portion of the Virginia Placement Test if I have passed my Algebra I SOL?

No. However, if you wish to enroll in a higher level Math or Science course you will be required to take the VPT for placement. Please speak with a Dual Enrollment Coordinator for more details.

What if I need to withdraw from a DE Course?

If a student is taking courses on their high school campus, students may talk with their high school teachers/counselors about withdrawal from a DE course. If a student is taking courses on the campus of Thomas Nelson, withdrawal dates are subject to the college's academic calendar and policies.

How do I request an official Thomas Nelson transcript?

www.tncc.edu/transcript