

TCC DUAL CREDIT AT RICHLAND HIGH SCHOOL

- Review the TCC classes offered at your high school and decide if you are interested in taking them in the coming school year.

Richland High School Course	TCC Courses	# of Classes	# of College Hours	Grade Level
English 3	ENGL 1301 ENGL 1302	2	6	11
English 4*	ENGL 1301 ENGL 1302 ENGL 2322	3	9	12
Economics	ECON 2301	1	3	12
US Government	GOVT 2305	1	3	12
US History	HIST 1301 HIST 1302	2	6	11
College Algebra	MATH 1314 MATH 2412	2	7	11 or 12
Accounting (BCTAL Only)	ACCT 2301 ACCT 2302	2	6	11 or 12
Radio/TV/Broadcasting (BCTAL Only)	RTVB 1302 RTVB 1309	2	6	11 or 12

- Confirm that you meet your high school's requirements for participating in dual credit:
- Apply to TCC during the ApplyTexas session at Richland High School – Wednesday, March 6. You will also watch the Pre-Assessment Activity at this time.
- Keep your TCC ID number, which you will receive via the email you use to apply to TCC. You will need this number every time you interact with TCC.
- Take the TSI test at TCC Northeast's on-campus testing center. You will need to get a testing referral from the dual credit office in NBSS 1102 before you test. Call 817-515-6868 for updated testing hours.
- If you are exempt from the TSI based on your ACT or SAT scores, you must have your scores sent directly from the testing agency to TCC.
- Register for classes at the self-registration sessions at Richland High School – Tuesday, April 16.
- Pay for your Fall 2019 TCC dual credit classes by the payment deadline – August 12 – to avoid being dropped for non-payment. You can also set up a payment plan or apply for the dual credit grant.
- At the end of your each semester of dual credit classes, you must earn a grade of C or higher in all dual credit classes to continue in the program. Students who earn a D or F in any dual credit class will be dropped from all dual credit classes.

Contact your TCC dual credit coordinators with any questions:

Anna Schubert (anna.schubert@tccd.edu)

Robert Ortiz (robert.ortiz@tccd.edu)

Northeast Dual Credit Office: 817-515-6432

TCC NORTHEAST CAMPUS RESOURCES

Business Services | NADM 1103A | 817-515-6661

Monday-Thursday 8 a.m.-7 p.m.
Friday 9 a.m.-6:30 p.m.
Saturday 9 a.m.-1 p.m.

Registrar | NADM 1101A | 817-515-6069

Monday-Thursday 8 a.m.-7 p.m.
Friday 9 a.m.-5 p.m.

Financial Aid | NADM 1212 | 817-515-6044

Monday-Thursday 8 a.m.-7 p.m.
Friday 9 a.m.-5 p.m.

Testing Center | NSTU 1800A | 817-515-6868

Monday-Thursday 8 a.m.-7 p.m.
Friday 9 a.m.-5 p.m.

IT Help Desk | 817-515-8223 | 24/7

Bookstore | NSTU 1203A | 817-515-6646

Monday-Thursday 7:45 a.m.-7 p.m.
Friday 7:45 a.m.-5 p.m.

Health Services | NSTU 1704 | 817-515-6056

Monday-Friday 8 a.m.-8 p.m.
Saturday 9 a.m.-5 p.m.

Career Services | NADM 1625A | 817-515-6692

Monday-Friday 8 a.m.-5 p.m.

Transfer Center | NSTU 1202A | 817-515-6531

Tuesday-Friday 9 a.m.-5 p.m.

**Advising & Counseling | NSTU 2800A |
817-515-6661**

Monday-Thursday 8 a.m.-7 p.m.
Friday 9 a.m.-6:30 p.m.
Saturday 9 a.m.-1 p.m.

Online Advising | onlineadvising@tccd.edu

Student Accessibility Resources | NSTU 1629A | 817-

515-6333 | SAR Coordinator: Kim Eason
kimberly.eason@tccd.edu
Monday-Friday 8 a.m.-7 p.m.
Saturday 8 a.m.-1 p.m.

**Tutoring /Writing Center | NACB 1114 | 817-515-
6936**

Monday-Thursday 7:30 a.m.-9 p.m.
Friday 7:30 a.m.-6:30 p.m.
Saturday 10 a.m.-2 p.m.

Intercultural Network | NLIB | 817-515-6613

WHAT EVERY TCC DUAL CREDIT STUDENT NEEDS TO KNOW

What is Dual Credit? Dual credit is an opportunity for high school students to take college classes and receive both high school and college credit for the same course. TCC dual credit courses are taught by qualified college instructors using the same syllabus that is used on TCC's campus.

Can I take any TCC class and get dual credit? Maybe. Each high school determines which TCC classes are eligible for high school credit. You must confirm whether or not your school will grant high school credit for a particular TCC class *with your high school counselor*.

Will my TCC credits transfer to my four-year university? TCC has reciprocal transfer agreements with many institutions of higher education, both within Texas and nationally. Each TCC campus has a transfer center ready to help you navigate the credit transfer process: www.tccd.edu/services/transfer-center.

Do I need to apply to TCC? Yes, dual credit students are TCC students, and must complete the online ApplyTexas application prior to registering for classes. See your school-specific FAQ for additional information about the ApplyTexas process at your school.

Why does TCC want to know so much about my residency status? Because TCC is a higher education public institution, it is required to collect more information about residency status than public K-12 schools. This information is used only to determine tuition status. Students with in-county residency status pay much lower tuition.

Can undocumented students still take dual credit classes? Yes! Contact your high school counselor or TCC dual credit coordinator for more information.

What is the Texas Success Initiative (TSI), and do I have to take it? The TSI is the placement test mandated by the State of Texas for students taking classes at public higher education institutions in Texas. See your school-specific FAQ for additional information about where you can take the TSI test. You must take the TSI Assessment before enrolling in academic dual credit classes.

What is this "paw" I keep hearing about? The Pre-Assessment Activity (PAA) is a roughly 20-minute video that goes over the TSI testing format and other information. The state of Texas requires that all students who take the TSI test watch the PAA prior to testing.

Can I exempt out of the TSI with my ACT or SAT scores? Yes. See TCC's TSI testing webpage for the most current information about exempting scores: www.tccd.edu/admission/testing-centers/tsi-assessment/exemptions-exceptions-waivers.

How do I sign up for dual credit classes at my high school? You must sign up for dual credit classes on your high school campus through your high school counseling office. Your counselor will assign you to your dual credit class section. You must also then attend a self-registration session held at your high school to sign up for courses with TCC.

How do I pay for my dual credit classes? You can pay for classes in person at TCC Business Services office or online through your TCC WebAdvisor account. You must pay for classes by the payment deadline to avoid being dropped from the course. The deadline is usually a week before the start of classes. You must pay for classes each term. It is not possible to pay for the whole school year all at once.

What is WebAdvisor? WebAdvisor is TCC's online student portal for registration, transcripts, billing, and more. You can access it at wa.tccd.edu.

What is myTCC? myTCC (Blackboard) is the online class portal for TCC, which most instructors use to post assignments, class updates, assessments, and grades.

Do I need to check my TCC email? **Yes!** You will receive all of your official TCC notifications through your TCC email account, including class changes and billing updates.

Is there financial aid for dual credit? While there are no federal or state funding options for dual credit, Tarrant County College has established a Dual Credit Grant for eligible students. See your counselor for additional application information.

Do I need to buy a textbook for my dual credit class? Students are required to have their class textbook on the first day of class. After you receive your dual credit schedule from your counselor, you can buy your textbook from any TCC campus bookstore or online at tccd.bncollege.com. If you rent your textbook or buy it from another retailer, be certain to buy the textbook with the correct ISBN number, as there are often multiple editions.

What if I have an IEP or 504 accommodations? All ADA paperwork (504 / IEP documentation) for TCC classes (including all classes offered for dual credit on a high school campus) goes through TCC's Student Accessibility Resources (SAR) department. Accommodations are approved by the TCC SAR office; high school accommodations do not automatically transfer to college classes. If you require ANY form of accommodation, please notify the SAR department as early as possible. The deadline to apply is 20 business days before the first day of your dual credit class. Keep in mind that in college, it is the student's responsibility to make sure that they are receiving their accommodations and that college accommodations are not retroactive.

How does FERPA apply to dual credit students? The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education, i.e. TCC. Rights transfer solely to the student at age 18 or if the student attends a schools beyond the high school level. This means that the parents of dual credit students do not have the right to access their child's academic records or communicate directly with the instructor. Students can sign the FERPA Waiver of Privacy, which allows TCC personnel to discuss their TCC records, including billing information, with a designated person. Parents are able to view their child's high school academic record, however, which includes information shared by TCC personnel or the instructor with high school personnel, such as the counselor.

What is #NotAnymore? TCC's Title IX #NotAnymore program, in compliance with Texas Senate Bill 968, is a required video-based program that provides information about consent, bystander intervention, sexual assault, dating and domestic violence, stalking, and more. You must complete this program before you register for your second semester of classes. If you do not earn 70% or higher on your first try, you can review the program videos and retake the post-test until you earn a score of 70% or higher. To access #NotAnymore, log into myTCC and select #NotAnymore from the myTCC Resources list. For more information, see www.tccd.edu/services/student-life/rights-and-responsibilities/title-ix-training.

Do I have to attend every single one of my TCC class sessions? There are no excused absences for TCC courses. In the event of an absence, the instructor will judge whether the student will be permitted to make up work and will decide on the time and nature of the makeup. However, the student is expressly responsible for any work missed regardless of the cause of the absence. Involvement in high school extra-curricular activities does not excuse you from course responsibilities or attendance – be very proactive in your communication with your instructor. If you miss more than 15% of the class meetings, the professor has the option to drop you from class.

Can I drop a dual credit class? If you decide you are not ready to take the class after all, you must withdraw before the drop deadline to avoid a failing grade on your permanent college transcript. If you drop the course early in the semester, before the census date, you can avoid a W on your transcript. Be proactive in checking with your counselor about when the term's census and drop dates are. You may not drop a dual credit course without permission from your high school counselor. Make sure your WebAdvisor reflects the dropped class.

For the most up-to-date information and policies for dual credit at TCC, visit the TCC dual credit website: www.tccd.edu/academics/high-school-programs/dual-credit. You can also access the TCC dual credit handbook at www.tccd.edu/documents/academics/high-school-programs/dual-credit/dual-credit-manual.pdf.



Tuition Rates

Effective Spring 2019

Tuition Costs per Semester Hour:

- Legal resident of Tarrant County – \$64 per semester hour
- Legal resident of any other Texas county – \$126 per semester hour
- Legal resident of another state or a nonresident alien – \$305 per semester hour

Total Classes	Total Semester Hour(s)	Total Tuition: Legal Resident of Tarrant County	Total Tuition: Legal Resident of Other Texas County	Total Tuition: Legal Resident of Other State/Non- Resident
1	3	\$192	\$378	\$915
2	6	\$384	\$756	\$1,830
3	9	\$576	\$1,134	\$2,745
4	12	\$768	\$1,512	\$3,660

Note: Students are responsible for declaring the proper residency through Admissions.

How to Pay for Classes

You can pay for classes online via the **Pay Now** link in TCC's WebAdvisor website (wa.tccd.edu) or in person at any TCC campus Business Services office.

Registration Dates & Deadlines

Summer 2019 – Spring 2020

Semester	Open Registration Date	Registration Deadline	Class Start Date
Summer I 2019	March 25	May 27	June 3
Summer II 2019	March 25	July 1	July 8
Fall 2019	April 22	August 12	August 19
Spring 2020	October 28	January 6	January 13

Tuition Payment Plans

How much does it cost to sign up?

- \$25 enrollment fee per term (ACH & credit/debit card)
 - **\$25** enrollment fee is **non-refundable**
 - 20% down payment may also be required. Review your payment plan option for more details.
- \$25 or \$30 returned payment fee

What payment methods can I use?

- Automatic bank payment (ACH)
- Credit card/debit card

Plan	Who's Eligible	Down Payment	Enrollment Fee
Regular Payment Plan	All students; you are not eligible if you are already eligible for the Potential Financial Aid Plan	20%	\$25
Prior Term Payment Plan	If you have a Fall 2018 tuition account balance.	20%	\$25

All down payments and the \$25 enrollment fee are processed immediately. Installments are automatically drafted on the due date. If classes are added after you make your initial down payment, your installments will be readjusted.

See www.tccd.edu/services/paying-for-college/payments/automatic-payment-plan for more information and step-by-step instructions, or contact TCC's Business Services Department at 817-515-4729.

TCC Dual Credit Grant

Dual credit students are not eligible for *federal* financial aid. However, a TCC grant may be available to dual credit students with demonstrated financial need. The grant has limited funding and is allocated on a first-come, first-served basis. Even if you meet eligibility requirements, the program may not have any funds to distribute. Students who qualify for tuition and textbook sponsorship through their high school will not be eligible to apply for the dual credit grant program. If your ISD does not provide tuition or books, you should be prepared to pay for them.

To apply for the reimbursement grant:

- Submit the Free Application for Federal Student Aid (FAFSA) form
 - The **FAFSA** is used by TCC Financial Aid offices to determine eligibility and need.
 - Submission of the **FAFSA** by **Dual Credit students** should **not** be construed as **application for federal financial aid**.
- Submit the Dual Credit Grant Fund Reimbursement Request Form to the Financial Aid office of the campus associated with your high school.

Financial Aid

Dual Credit Grant Checklist

- Complete the Free Application for Federal Student Aid (FAFSA) at www.fafsa.gov.
- Confirm that your FAFSA has been sent to TCC.
- Check your **TCC** email to make sure that no additional FAFSA information or verification has been requested.
- Enroll in dual credit courses.
 - Students taking dual credit classes through their high schools will enroll in classes during their school's self-registration events each term.
 - Home school students must submit the Early High School Enrollment form to their campus dual credit office to enroll in classes, available at: www.tccd.edu/academics/high-school-programs/dual-credit.
- Complete the Dual Credit Enrollment Grant Application and submit it to your campus Financial Aid Office.

If you have any questions, contact the Director of Financial Aid, William McMullen, at 817-515-1058 or e-mail financialaid@tccd.edu.

Tarrant
County
College
District



from the Office of Student Financial Aid Services

SFAS



Dual Credit Enrollment Grant Application 2019-2020

A limited number of need-based dual credit grants are available for high school dual credit courses. TCC Student Financial Aid Services determines eligibility based on completion of a Free Application for Federal Student Aid (FAFSA) (www.fafsa.ed.gov) form and this application. The grants covers tuition and book costs for up to four semesters (up to 6 hours per semester, 24 hours total) at Tarrant County College. This grant is for non-sponsored schools only.

Student Information

Name: _____

(First)

(MI)

(Last)

Permanent Phone Number: _____

DOB: _____

TCC Student ID#: _____

Select the campus you plan to attend:

- NE SE SO NW TR CN

Semester/Trimester Attending

- | | |
|---|--|
| <input type="checkbox"/> Fall Semester (2019) | <input type="checkbox"/> Spring Semester (2020) |
| <input type="checkbox"/> Summer I (2020) | <input type="checkbox"/> Summer II (2020) |
| <input type="checkbox"/> Trimester I & II – HEB only (2019) | <input type="checkbox"/> Trimester III – HEB only (2020) |

Students may receive up to \$384.00 for six credit hours of in-county tuition and up to \$400.00 for books, or up to \$192.00 for three credit hours of in-county tuition and \$200.00 for books. All tuition payments are based on in-county rates.

High School

Expected Graduation Date

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Applicant Signature: _____

Date: _____