**Latta High School**

**Concurrent Enrollment Agreement**

By signing this agreement I take full responsibility for having knowledge of and complying with the following terms regarding Concurrent Enrollment for College Courses.

* Concurrent courses are dual credit courses. These are courses in which the grade earned must be entered on the high school as well as the college transcripts and become a permanent part of these documents. All Concurrent courses are transcribed as unweighted courses. Concurrent courses count towards high school eligibility requirements.
* I understand that I am responsible for paying all course fees, books, supplies, and any tuition not covered by Oklahoma State Regents.
* I understand that it is my responsibility to provide Latta Public Schools a college transcript with my semester grades before the end of each semester.
* The student assumes responsibility for earning the required units for high school graduation. Failure to earn credit in any concurrent course taken to meet high school graduation requirements may result in failure to earn a high school diploma.
* Students may enroll in a combined number of high school and college courses per semester, not to exceed a full time college workload of 19 credit hours. Each high school course is equivalent to 3 credit hours.
* Students who choose to withdraw from a concurrent course must immediately contact their high school academic counselor so they may be enrolled in a full schedule. **Failure to notify your high school counselor may result in disciplinary action.**  By law all students are required to be enrolled in a full-time high school schedule (i.e. 6 consecutive hours).
* Any high school course added after the first three weeks of any semester will result in a No Credit for that class. A No Credit will be earned only if a student maintains a passing grade in that class. If a student earns a failing grade in the course it will be recorded as an “F” on their high school transcript.
* Students who receive a failing grade or withdraw from a concurrent course must have principal approval to enroll in subsequent concurrent courses.
* Students must choose their concurrent courses so they do NOT conflict with the Latta High School course schedule. Students will either be enrolled in AM concurrent or PM concurrent; split schedules will not be accommodated.
* Students taking concurrent courses that require two semesters to receive dual credit must complete both semesters concurrently. (i.e. English IV must be completed with Comp 1 and Comp II )
* Students concurrently enrolled may continue concurrent enrollment in subsequent semesters if she/he achieves a college cumulative GPA of 2.0 or above on a 4.0 scale.

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Student Date

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Parent/Guardian Date

This form must be signed by both student and parent/guardian and returned to your high school academic counselor before your schedule will be adjusted to reflect concurrent enrollment.