



DUAL CREDIT

REGISTRATION FORM

LCSC USE ONLY		
ID#		
	S	A
		N
Date	Initial	

Students applying for Lewis-Clark State College Dual Credit courses offered at their high school or LCSC on-campus classes must complete this application and registration form for each semester they wish to participate. This form must be approved by the appropriate official(s) at the high school before being submitted to LCSC. This form meets Idaho's Advanced Opportunities requirements in relation to the Fast Forward Program. **Only completed forms will be processed.**

REQUIRED STUDENT INFORMATION					Term Applying For: <input type="checkbox"/> Fall <input type="checkbox"/> Spring Year: _____	
LEGAL LAST NAME	LEGAL FIRST NAME	MIDDLE	PREFERRED	BIRTH DATE (required)	GENDER <input type="checkbox"/> M <input type="checkbox"/> F	SOCIAL SECURITY NUMBER (Required)
MAILING ADDRESS		CITY, STATE, ZIP		EMAIL		STUDENT PHONE NUMBER
HIGH SCHOOL	ETHNICITY (OPTIONAL) ARE YOU HISPANIC? <input type="checkbox"/> YES <input type="checkbox"/> NO SELECT ONE OR MORE OF THE FOLLOWING RACES <input type="checkbox"/> AMERICAN INDIAN/ALASKAN NATIVE <input type="checkbox"/> WHITE <input type="checkbox"/> ASIAN <input type="checkbox"/> BLACK/AFRICAN AMERICAN <input type="checkbox"/> HAWAIIAN/OTHER PACIFIC ISLANDER <input type="checkbox"/> INTERNATIONAL				U.S. CITIZENSHIP <input type="checkbox"/> U.S. <input type="checkbox"/> OTHER if other continue RESIDENT ALIEN? <input type="checkbox"/> YES <input type="checkbox"/> NO If yes: Please attach a copy of Resident Alien card If no: What type of VISA do you hold? _____	
Class Standing Freshman Sophomore Junior Senior		INTENDED MAJOR		FOR COUNSELOR TO COMPLETE _____ SIGNATURE		STUDENT'S EDUID #

FAST FORWARD – Effective July 1st 2016, each Idaho student in grades 7-12 is eligible for a total of \$4,125.

Please speak with your counselor to learn more details. Once you have exhausted all funding you will be responsible for \$65 per credit. Have you failed a course that was funded by Adv. Opportunities? Yes _____ No _____

NONE/ OUT OF STATE

DEPT	COURSE #	SECTION	TITLE	CREDITS	TOTAL \$ Amount for Class
EXAMPLE: CHEM	111	HS2L1	Principles of Chemistry I	4	

SIGNATURES

I understand the information provided on the back of this form (including FERPA) and that these courses will be recorded on my college and high school transcripts and that I am responsible for submitting payment by the deadline. Progress and attendance at LCSC on-campus courses are the student's responsibility. Performance in these courses may affect graduation in the high school.

Student Signature _____	Date _____
Parent Signature _____	Date _____
Parent Name / Relationship (please print) _____	Parent Phone Number _____
Parent Email _____	

Early College Coordinator's Signature

Date

Access WarriorWeb by logging on at: www.lcsc.edu/warriorweb

~ Verify that you are registered for the right classes ~ View your online statement and make a payment ~ Check your grades/view your transcript ~ Request your official transcript

IMPORTANT DUAL CREDIT INFORMATION

1. *I am responsible for paying any and all dual credit fees when due.* Students taking dual credit classes at the high school will pay \$65 per credit. Students taking classes on-campus or online will receive a 25% discount, but are responsible for all course fees and texts.

WAYS TO PAY:

- **Mail a check or money order to:**
Lewis-Clark State College Student Accounts, 500 8th Avenue, Lewiston, ID 83501
- **Log on to WarriorWeb and click “Make a Payment” under Student Accounts on the Student Menu and follow the steps to pay with an “E-check” or credit card.**
- **Call 208-792-2253 and pay by credit card (American Express, Discover Card, MasterCard, VISA) or E-check. A non-refundable service fee of 2.5% will be assessed, in addition to the amount that you are paying for all credit and debit card payments.**

Visit www.lcsc.edu/student-accounts/payment-options for more information.

2. If fees are not paid in full by the payment deadline, a \$50 late fee will be applied **OR** the class schedule may be canceled. If classes are canceled for non-payment, a \$100 reinstatement fee will apply (must fill out reinstatement form at <https://www.lcsc.edu/media/4089737/Reinstatement-After-Cancellation-Form.pdf>).
3. The grades that I earn will become part of my permanent college transcript and, at my high school’s discretion, part of my permanent high school transcript. If I drop a dual credit class, I must withdraw from the class by filling out the add/drop form at LCSC <https://www.lcsc.edu/media/1453328/AdddropForm.pdf> before the payment deadline. If it is submitted after the payment deadline, I will not receive a refund.
4. I hereby give permission for Lewis-Clark State College to release information regarding these classes (including grades) to the high school.
5. Progress and attendance in LCSC on-campus classes courses are the responsibility of the student, and performance in these courses may affect graduation.
6. I hereby give permission for Lewis-Clark State College to use any video, photographs, or audio taken for promotional materials.
7. Payment of fees does not guarantee receipt of college credit. An official LCSC transcript with a passing grade equates to college credit at our institution, but does not guarantee that the credit will be accepted at other institutions. **It is the student’s responsibility to check with the receiving institution to verify that dual credit classes will transfer.**
8. Some classes require the completion of two semesters to earn college credit. A decision not to complete both semesters will require the student to officially drop or withdraw from class(es) at LCSC. As a result of dropping the class(es), the student will have a permanent transcript showing a grade of “W” (withdrawn) for the dropped class(es).
9. Please note that multiple dual credit grades of “NC, W, F or K” can affect a student’s Satisfactory Academic Progress (SAP). SAP is a condition of receiving financial aid as a full-time college student. (<http://www.lcsc.edu/financialaid/satisfactory-academic-progress-policy/>)
10. Privacy Laws of Educational Records Release: Information Release
Lewis-Clark State College is required by the Family Educational Rights and Privacy Act (FERPA) to keep student records confidential. Without your express permission, we cannot share your student records with anyone but you (or appropriate college employees, high school counselors, or dual credit instructors). By signing this form, you are allowing LCSC to disclose your academic and financial records to the parent/guardians noted on this form. Without your signature, your parents cannot contact the college on your behalf. For more information visit <http://www.lcsc.edu/registrar/data-privacy/>

The student and parent signatures on the Registration form signify that they have read and understand these policies.

Registration and Payment Deadlines **Registration Deadline** _____ **Payment Deadline** _____
On-campus/online class deadlines: www.lcsc.edu/registrar/academic-calendar

WARRIORWEB & LCMail

WarriorWeb Login: How to login: Typically, usernames are your first and middle initial and your entire last name. For example, John David Smith would be jdsmith. **Password:** This number is your eight-digit date of birth, entered without dashes or spaces. For example, 01/01/1991 would be entered as 01011991. You will be prompted to change your password after you login the first time. Be sure to choose a password that you will remember! *What to do if you can’t login: Call the IT Help Desk at 208-792-2231 with your social security number to get a new password.*

LCMail Login: Username: LCMail email addresses are formatted as username@lcmail.lcsc.edu. The username for LCMail is the same as WarriorWeb. If you’re not sure what your username is, click the “What’s My User ID” link at the bottom of the WarriorWeb page and follow the instructions to find out. **Password:** The default password for LCMail is the eight digits of your birthdate. If you have forgotten your password, please call the IT Help Desk at 208-792-2231. For more information about LCMail, visit www.lcsc.edu/edu/it/for-students/lcmail-information.

Contact Information:

Sarah Willmore
Early College Coordinator
208-792-2209
skwillmore@lcsc.edu
www.lcsc.edu/dual-credit