



Dual Enrollment/Dual Credit Approval Form

UAH Admissions Office
301 Sparkman Drive, SSB 106
Huntsville, AL 35899
256.824.2773 // 1.800.824.2255
dual.enrollment@uah.edu

Student's Full Name \_\_\_\_\_ Email \_\_\_\_\_

High School \_\_\_\_\_ Grade Level \_\_\_\_\_

\_\_\_\_\_ has an overall B average, the appropriate ACT/SAT score, and has met all other enrollment criteria for the Dual Enrollment program and is hereby granted permission to enroll in the courses listed below.

Kerry Donaldson Jr

Principal Signature

Counselor Signature

Parent or Guardian Signature

Kerry Donaldson

Printed Name

Printed Name

Printed Name

Approved Courses

Example: MA 201-04

Course CRN Number

91108

Term

Fall 2020

An approval form must be submitted for each term of enrollment. The form should reflect courses approved by your high school for enrollment. Dual enrollment students may not enroll for developmental or physical education courses. The tuition and fees for each course must be paid by the first day of class each semester.

RELEASE OF ACADEMIC RECORD

I authorize UAH to release my academic record each term to my high school. This release is counter signed by my parent or legal guardian, if I am less than 18 years of age. This release shall remain in effect until I provide written notice to the Records office to discontinue the release, or until I earn my high school diploma.

Date

Student Signature

Date

Parent or Guardian Signature

FOR OFFICE USE ONLY

Received Date \_\_\_\_\_

Classes Registered Y N

Application \_\_\_\_\_ Test Scores \_\_\_\_\_ Transcript \_\_\_\_\_

# GET A HEAD START ON YOUR COLLEGE CAREER!

The Dual Enrollment Program at The University of Alabama in Huntsville (UAH) is a great way to fast track your college career while still attending high school.

## HOW IT WORKS

After successfully completing approved courses, students seeking **dual enrollment** may receive college credit. Students from participating high schools may also seek **dual credit**, receiving both college and high school credit. There is no limit to how many courses a student can enroll in, and students will receive a scholarship equal to the cost of 1/2 tuition per class!

## PROGRAM DETAILS

Admission to the Dual Enrollment Program is coordinated through the UAH Admissions Office. Students must have at least a 2.9 GPA.

To apply for admission to the Dual Enrollment Program, you must:

- ▶ Submit the online application for admission.
- ▶ Send your official high school transcript to the UAH Admissions Office.
- ▶ Send the Dual Enrollment Approval Form signed by your parent/guardian, school counselor, and principal to the UAH Admissions Office.
- ▶ Submit your ACT/SAT scores. While ACT/SAT scores are not required for admission into the Dual Enrollment program, they are encouraged, as test scores may be needed for some courses that require a pre-requisite.
- ▶ If applicable, have any official AP scores sent directly from the testing agency to the UAH

## Questions?

Visit [uah.edu/dual-enrollment](http://uah.edu/dual-enrollment) for more information.

# DUAL ENROLLMENT

## Frequently Asked Questions About Dual Enrollment

1. **How do I register for classes?**
  - Once admitted to UAH, the Dual Enrollment Coordinator will register you for the class(es) requested.
  - You will get a confirmation email with the status of your registration.
2. **How much does it cost?**
  - UAH provides a half tuition scholarship for each course a student enrolls in. This is an automatic scholarship and pertains to tuition. It does not cover fees.
  - Please visit [uah.edu/bursar/tuition](http://uah.edu/bursar/tuition) for current tuition rates and fees.
3. **When is tuition paid?**
  - **Tuition is due on the first day of classes.** You may set up a payment plan in the Bursar's Office, and you may also choose to begin payments earlier if you would like.
4. **How much are books?**
  - The cost of textbooks depends on each course. The UAH Bookstore, located in Charger Union, offers book rentals and sells new, used, and ebooks.
5. **How do I access my student account?**
  - To set up your myUAH account, visit [reset.uah.edu](http://reset.uah.edu) and follow the prompts to create your password. Once your account is set up, you will access your account from [my.uah.edu](http://my.uah.edu).
6. **Do I have to purchase a Charger ID?**
  - Purchasing a Charger ID is not required; however, if you want one, you can buy a Charger ID for \$10 at the Charger Card Office located in Charger Union.
7. **How is parking handled?**
  - All students who plan to drive to and park on campus are required to purchase a parking decal. Parking decals can be purchased online at [parking.uah.edu](http://parking.uah.edu) or in person at the Parking Services Office located in the Conference Training Center.
8. **How does my high school receive my final grade?**
  - UAH will automatically send your final class grade to your high school at the end of the semester, so you do not have to request for it to be sent yourself. If you do not wish for your dual enrollment class to be counted as high school credit, you must communicate this to your high school yourself. **Please note that if you have any unpaid tuition, parking tickets, or fees of any kind, UAH will not be able to send your transcript until those fees are paid.**

## Contact:

[dual\\_enrollment@uah.edu](mailto:dual_enrollment@uah.edu)  
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SSB Suite 106

