



**DUAL CREDIT AGREEMENT FORM  
STUDENT AND PARENT/GUARDIAN**

LCC ID No. \_\_\_\_\_

**Statement of Eligibility for the Luna Community College (LCC) Dual Credit Program**

Your acceptance to the LCC Dual Credit Program will be official upon receipt of a completed Admissions Application, Official Transcript, Placement Scores, Request for Dual Credit Form, and this form.

Please print the information below (BLUE or BLACK ink only):

LAST Name \_\_\_\_\_ FIRST Name \_\_\_\_\_ MI \_\_\_\_\_

High School Name \_\_\_\_\_ Anticipated Graduation Month/Year – \_\_\_\_\_

**Student Acknowledgments & Responsibilities**

I understand that I will be in a college environment and I am responsible for being aware of and adhering to the LCC Student Handbook, including the Student Code of Conduct. I agree to adhere to all important dates and deadlines (e.g. course drop date, course withdrawal date, and finals week schedule) established by the College.

I understand that as a Dual Credit student I am required to comply with the requirements of both LCC and high school official calendars. In instances in which the calendars are incongruent, the dual credit student is required to independently satisfy both calendar requirements and may consult with school counselors for assistance.

I understand that as a NM public, charter, or private school student enrollment verification will be sent by LCC to my high school,

- AND that my high school will notify LCC to withdraw me from courses if they do not confirm me as having obtained course enrollment approval from their high school;
- OR as a NM home school student I agree to provide LCC with proof of NM PED home school registration every academic year.

I understand that as a student of LCC I have access to the library, course related labs and other instructional facilities, use of programs and services such as counseling, tutoring, advising, and special services.

I understand that if I transfer to another high school or NM home school or change my address I must notify the LCC Admissions Office immediately.

Signature below indicates Student acknowledgement to items above.

Student signature \_\_\_\_\_ Date \_\_\_\_\_

**Student and Parent/Legal Guardian Acknowledgments & Responsibilities**

This student and his/her parent(s) or legal guardian(s) are in agreement that they can access a copy of LCC's Student Handbook and Code of Conduct on the LCC website and understand that these rules and regulations are to be followed at all times while conducting business with the College.

They understand that LCC provides an adult, independent, collegiate learning environment primarily tailored to meet the needs of post-secondary adult students. LCC is committed to providing a safe environment for all students. However, each individual must be responsible for his/her own safety.

Dual Credit/Concurrent enrolled students establish a permanent college academic record and transcript that may be required by future colleges or universities. This permanent academic record may impact eligibility for future financial aid. It is also understood that the student will receive college credit for successfully completed course work.

All students, regardless of age, are protected by the Federal Family Educational Rights and Privacy Act (FERPA). FERPA provides the student with the right to review, restrict access and seek amendment to his/her educational records. FERPA prevents the release of any information, other than Directory information, to anyone (including parents) without written consent from the student. FERPA rights transfer from the parent to the student upon enrollment in a post-secondary institution.

Students interested in transferring their college credit back to their high school for high school credit are responsible for meeting with high school officials to gain approval prior to registering for college courses. High school district determines whether a college course may be used for a high school credit.

Course instructors bear no responsibility for underage students outside of the classroom. Parents are responsible for the students before and after class. Campuses are open and parents are responsible for the supervision of minors outside of the classroom.

In addition, this student and his/her parent(s) or legal guardian (s) understand that the Student and Parent/Legal Guardian:

- understand that courses will be more academically challenging than traditional high school courses.
- understand that the minor student may be exposed to discussions, readings and visual material of a mature nature and will be expected to conform to the same performance standards as any other college student as set forth in the course outlines and syllabi.
- understand that all policies regarding grading, class attendance, registration deadlines, payments on account and college policies and procedures apply regardless of the student's age.
- certify that the student is of sufficient maturity to complete college level material and that the student is able to study independently.
- certify that the student is able to interact socially with adult college students, faculty and staff and that the college is not responsible for these interactions.
- acknowledge that the student will be developing a permanent college academic record.
- understand that the student is responsible to communicate with the instructor if there are any questions or concerns.
- understand that it is the students responsible to seek assistance for any special needs.

The parties involved have been informed that the terms and conditions in the aforementioned agreement will apply for every semester that the student is enrolled in the LCC Dual Credit Program.

By signing, the Student and Parent/Guardian hereby agree to be bound to all terms and conditions stated within the aforementioned agreement.

Student's Signature \_\_\_\_\_

Date \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_

Date \_\_\_\_\_

Relationship (Parent or legal guardian) \_\_\_\_\_