



MSU Denver College Credit in High School
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Denver, CO 80217-3362
Phone Number: (303) 615-1234
highschool@msudenver.edu
msudenver.edu/highschool

Concurrent/Dual Enrollment College Agreement Form

You have indicated that you are interested in attending class(es) on the MSU Denver campus or online. Concurrent/dual enrollment allows you to take college-level classes while in high school. Your school or district may pay tuition (concurrent enrollment) and fees, or you can self-pay your tuition (dual enrollment) and fees. Students under twenty-one years of age who are enrolled in the 9th-12th grade in a school or district and who demonstrates academic preparedness are eligible for the concurrent/dual enrollment program. Concurrent enrollment students earn both high school and college credit for the same course, and the student's tuition is paid by their school or district. Dual enrollment students earn college credit and may earn high school credit for the same course. MSU Denver does not determine equivalent high school credits, students should notify and work with their school counselor to request high school credit for dual enrollment courses taken at MSU Denver and online. High school students who are retained for instructional purposes beyond the 12th grade may not enroll in more than 9 college credits as concurrent enrollment during the following year. To enroll in a course at MSU Denver, a student must have completed the minimum course prerequisites and all required assessments.

To complete an MSU Denver Undergraduate Admissions Application, use the code 'highschool' to waive the application fee. Go to connect.msudenver.edu/apply

SECTION A: To be completed by student (PLEASE PRINT):

MSU Denver ID/900#: Semester:

Student Legal Name: Last First MI

Date of Birth: Age: SASID#: (State Assigned Student ID) - This can be retrieved from your school counselor

Mailing Address: Number and Street or Post Office Box, City, County, State Zip Code

Student Email: Student Phone Number:

Name of Parent/Legal Guardian:

Year in High School: Freshman Sophomore Junior Senior

School Name:

School District: Planned High School Graduation Date:

SECTION B: To be completed by student and parent/legal guardian

Attention Student and Parent/Guardian: Your signature below indicates that you wish the above-named student to participate in concurrent/dual enrollment and that you agree to the following:

Concurrent enrollment students:

- The student received advice and counsel about participating in concurrent enrollment from his or her school or district.
- If the student receives a grade of "F" or "Incomplete" or withdraws from a course after the drop deadline, the student and the student's parent or legal guardian may be required to pay the school or district for tuition it paid to MSU Denver for the course.
- The student may not enroll in a course under concurrent/dual enrollment unless it fits with his or her Individual Career & Academic Plan (ICAP/PEP).
- Only courses that apply toward a MSU Denver degree are covered under the concurrent enrollment program.
- The student may not enroll in a course under the concurrent enrollment program unless it is approved by their school or district.

- In compliance with the Family Educational Rights and Privacy Act (FERPA) of 1974 and Colorado's Student Data Transparency and Security Act, the student gives their school and district and MSU Denver permission to exchange any of their academic records and student/personal information pertinent to their participation in the concurrent enrollment program, including but not limited to records/information of absences and disciplinary issues, grades, transcripts, class schedules, and billing information.

Concurrent/dual enrollment students:

- The student must apply for the College Opportunity Fund (COF) before enrolling in any concurrent/dual enrollment class. This can be done online at cof.college-assist.org. If the student does not receive COF, the student and the student's parent or legal guardian will be responsible for current COF rates in addition to tuition.
- The student authorized use of his or her COF stipend for all eligible credits for the semester stated above and all future semesters. MSU Denver credits used will be deducted from the student's COF lifetime account.
- The student must meet the same prerequisites and course expectations as all other college students in a course, as noted in the MSU Denver course catalog and the course syllabus.
- Please be aware that grades from any college courses you take through concurrent enrollment will be posted to both your high school and MSU Denver transcript. Dual enrollment courses will be posted to your MSU Denver transcript and may be posted to your high school transcript. Courses that you withdraw from, fail to complete, or receive a non-passing grade in may affect your ability to enroll or receive financial aid from MSU Denver in the future.
- Prior to adding, dropping, or withdrawing from a class, concurrent/dual enrollment students must contact their CCHS advisor and concurrent enrollment students must also contact their school counselor. If a student withdraws from a course at MSU Denver after the drop/add date, they will receive a "W" on their MSU Denver transcript. Failure to withdraw by the withdraw date may result in the student receiving a failing grade.
- Course credits may transfer in congruence with Colorado Guaranteed Transfer (GT) Pathways or statewide transfer agreements. Most colleges and universities do not give incoming transfer credit for courses below a grade of "C-."
- Students may be responsible for self-paying for textbooks, materials and MSU Denver fees.
- The student understands that they will not be eligible for federal, state, or MSU Denver financial aid while in high school and in the concurrent/dual enrollment program.

I understand that this agreement entitles me/my student to enroll in college courses. In signing this agreement, I authorize MSU Denver to release my/my student's transcript to my school or district at the end of the courses and agree to all information under Sections A, and B.

Student Signature: _____ Date: _____

Parent/Legal Guardian: _____
Print Name Signature Date

SECTION C: To be completed by student with school counselor and/or district approval (concurrent enrollment) or completed by student (dual enrollment)

- My school or district is paying my tuition (concurrent enrollment)
 (Meet with your school counselor for approval and signatures below)
- I am self-paying my tuition and MSU Denver fees (dual enrollment)

Please list below all classes you wish to register for this semester. If you are unsure, write in "academic advising needed" and list major(s) or subject(s) that interest you.

Course Number	Course Title	Credit Hours

Note: School or district is taking financial responsibility for student's tuition by signing this form.

 Name of School or District Concurrent Enrollment Coordinator

 School or District Concurrent Enrollment Coordinator Signature

 Title

 Contact Number

 Date

Billing information for the school or district

Person of Contact

Contact Number

Email

Billing Address

City

State

Zip

SECTION D: Metropolitan State University of Denver approval

Name

Title

Signature

Date

**Once all required signatures are completed, please submit this form to the
CCHS program (highschool@msudenver.edu)**