



Timberlake Christian Schools

## DUAL ENROLLMENT COURSE REQUEST

### STUDENT INFORMATION:

Student Name: [Click here to enter text.](#) Grade: [Click here to enter text.](#)

Semester / Year course request being submitted for (ex: Fall 2020): [Click here to enter text.](#)

### ONLINE COURSE APPROVAL:

High school students in grades 11 and 12 may take classes in a dual enrollment arrangement with Liberty University or CVCC for both high school and college credit. A standard 3 credit online dual enrollment course is equivalent to 0.5 high school credits. In order to be eligible for dual enrollment, students must:

1. Complete the *Request for Dual Enrollment* form and turn it into the Guidance Office for approval prior to enrolling for any dual enrollment classes.
2. Have completed their sophomore year.
3. Be enrolled as a full time student at TCS in at least 4 classes, not including choir and only 1 teacher's aide class.

It is the responsibility of the student and parent to ensure dual enrollment transcripts are sent to the Guidance Department by the college or university enrolled.

College or University: [Click here to enter text.](#)

Course(s) Requested	TCS Course being Replace (as appropriate)
<a href="#">Click here to enter text.</a>	<a href="#">Click here to enter text.</a>
<a href="#">Click here to enter text.</a>	<a href="#">Click here to enter text.</a>
<a href="#">Click here to enter text.</a>	<a href="#">Click here to enter text.</a>
<a href="#">Click here to enter text.</a>	<a href="#">Click here to enter text.</a>
<a href="#">Click here to enter text.</a>	<a href="#">Click here to enter text.</a>

### STUDENT AGREEMENT:

- I will be responsible for complying with the rules and regulations of the college or university for each class taken.
- The grade(s) you earn in your dual enrollment class(es) will become a part of your official college academic record.
- I agree to request transcripts be sent to Timberlake Christian Schools by the end of the semester for each class taken.

Student Signature: [Click here to enter text.](#) Date: [Click here to enter a date.](#)

Parent Signature: [Click here to enter text.](#) Date: [Click here to enter a date.](#)

### ADMINISTRATIVE REVIEW:

Approved  Not Approved

Student Services Department: [Click here to enter text.](#) Date: [Click here to enter a date.](#)

Academic Dean: [Click here to enter text.](#) Date: [Click here to enter a date.](#)

Completed forms may be emailed to [office@tcs4u.org](mailto:office@tcs4u.org) or dropped off at the school office.