

# HIGH SCHOOL DUAL ENROLLMENT GUIDE

Being a college student is different than high school. This guide will provide you a better understanding of dual credit requirements, what it means to be enrolled in college, and the resources available to ensure your academic success.



**METROPOLITAN**  
Community College

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# Dual Enrollment 101

**Dual Enrollment** refers to a high school student enrolled in college credit courses. **Dual Credit** refers to courses taught to high school students for which the students receive both high school credit and college credit. High school credit for MCC courses are not automatically earned. Students must check with their high school counselor about dual credit options.

## Benefits:

- A head start on college
- Save money on college tuition
- Develop career focus
- Explore a potential major
- Increase chances of completing a college degree

## Expectations:

- The grades a student earns while taking a college credit course will count towards their college grade point average (GPA) and will be a **permanent** part of their postsecondary transcript.
- High schools and colleges follow different academic calendars. College courses are a priority.
- The student will be treated as a college student and will be required to follow college policies, deadlines, and instructor expectations.



# College Transcript

The grades you earn while taking a college credit course will count toward your college grade point average (GPA) and will be a **permanent** part of your postsecondary transcript.

- Grades are part of your permanent college transcript and will follow you wherever you go.
- Your college transcript could impact future scholarship eligibility and financial aid.
- You do not have the option to remove a course or grade from your college transcript if you are unhappy with the grade.
- You can retake a course, and depending on the college or university, it will either replace the first grade or the first grade will be excluded from GPA but will show on the transcript.
- A poor grade could indicate to other colleges or universities that you were not prepared for the academic rigor of college and could impact acceptance.
- Transferability of the college courses you take vary. Visit MCC's [Transfer and Articulation](#) site for more information.
- Most colleges require a C or better for a class to count toward a degree and/or transfer.

Taking college credit courses while in High School is an important decision. Make sure you are ready!



Ready to transfer your MCC courses to another institution?  
Visit MCC's [Transcript Request](#) webpage.

# Program Options

Explore Secondary Partnerships [program pathways](#) to find the best program for you.

- [Career Academy](#) application and registration begins with your high school counselor. Enrollment [packets](#) are returned to Secondary Partnerships.
- [Concurrent Enrollment](#) application and registration begins at your High School at the start of each academic term. Registration forms are returned to Secondary Partnerships.
- [Kickstart Online Institute](#) application and registration begins with the student or High School Counselor. KSOI registration forms are returned to Secondary Partnerships.
- [Gateway to College](#) application and registration begins with student participation in an information session.
- [CollegeNow!](#) application and registration begins with the student through MCC's application and an appointment with a Success Navigator.



# FERPA

The Family Educational Rights and Privacy Act (FERPA) is a federal privacy law that outlines students rights concerning access to educational records. If a student is attending a postsecondary institution - *at any age* - the rights under FERPA have transferred to the student. A student enrolled in both a high school and a postsecondary institution creates a unique situation.

If the student is under 18, the **parents still retain the rights under FERPA at the high school**, however, the **post-secondary rights belong to the student.**

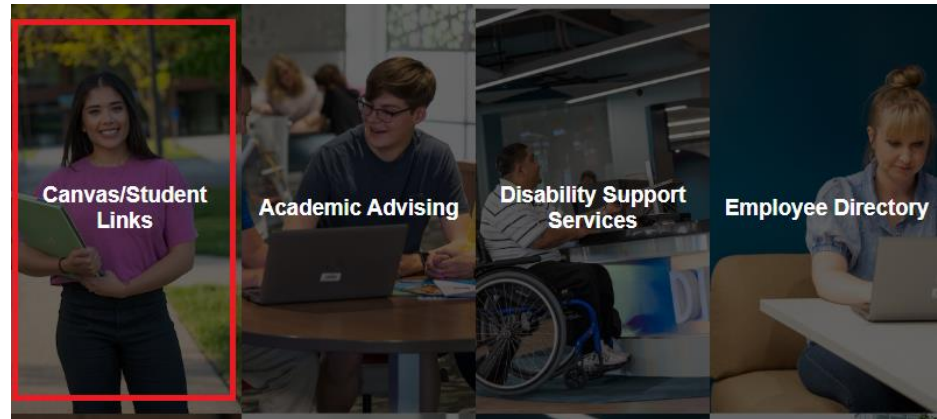
Students who wish to grant parental or 3rd party access to their educational records may do so by submitting an **[Authorization to Release Student Information Form](#)** to the Records Office.



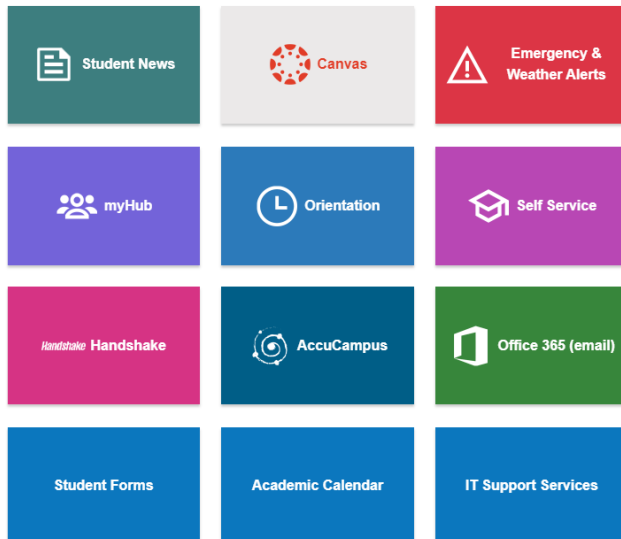
# Student Links

MCC's Student Links is where you can access CANVAS, MCC Email, Self-Service, and more.

Visit [mccneb.edu](http://mccneb.edu) and select Canvas/Student



## Student Links



Access all student links

Need Help Logging In?  
[Set your MCC password](#) or  
contact IT Support Services  
531-622-2900

# Disability Support Services

High school students with documented disabilities who plan to enroll in MCC dual credit courses are eligible to receive reasonable accommodations. Whether the student is taking the course in their own high school classroom, online, or at an MCC campus, they must contact a MCC Disability Support Service Counselor before receiving accommodation in the classroom. Students requesting accommodations can contact any of the DSS counselors by using the QR code.





# MCC Bookstore

Textbooks for Career Academy, CollegeNow!, and Kickstart Online courses can be purchased from MCC's Bookstore . Textbooks are the responsibility of the student and not included in the MCC tuition waiver.

1. Visit MCC's [bookstore webpage](#)
2. Review the purchase guide video
3. Place your order



# MCC Learning & Tutoring Center

MCC offers onsite tutoring and academic support at most campus locations.

- [Elkhorn Valley Learning and Tutoring Center](#)
- [Fort Omaha Campus Learning Commons](#)
- [Fremont Area Center-Learning and Tutoring Center](#)
- [Sarpy Learning and Tutoring Center](#)
- [South Omaha Campus Learning and Tutoring Center](#)

MCC also offers online learning and tutoring support.

- Visit the [Student Links](#) portal.
- Click on the AccuCampus button to access.
- Login using your credentials.
- Select "Drop-In" for online assistance or choose "Make an Appointment"
- Review instructions within the confirmation email sent to your MCC account.



# MCC Student Orientation

MCC Student Services offers a full orientation experience where you can find more information on:

- Advising
- Tutoring
- Academic Records
- Campus Security
- Textbooks
- And More!

We encourage all students to complete the online [MCC student orientation](#).



# Questions?

**Secondary Partnerships is here to help.**



Metropolitan Community College  
**SECONDARY  
PARTNERSHIPS**

**Email:** [secondarypartnerships@mccneb.edu](mailto:secondarypartnerships@mccneb.edu)

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