

MIAMI DADE COLLEGE EARLY ADMISSION PROGRAM FORM

<http://www.mdc.edu>

This form must be completed every term for which dual enrollment is sought.

This form (Parts I, II, & III) should be completed and submitted with a regular application for admission to Miami Dade College at least 10 business days prior to the requested term of enrollment. Please see early admission criteria and requirements for admission on the reverse side of this form.

Term/Year Enrollment Intention				Location							
Fall <input type="checkbox"/>	Spring <input type="checkbox"/>	Summer <input type="checkbox"/>	Year _____	North <input type="checkbox"/>	Kendall <input type="checkbox"/>	Wolfson <input type="checkbox"/>	Homestead <input type="checkbox"/>	InterAmerican <input type="checkbox"/>	Hialeah <input type="checkbox"/>	West <input type="checkbox"/>	EEC <input type="checkbox"/>

PART 1 – Student’s Personal Information

Check One: New Student Continuing Student

Student’s Last Name _____ First Name _____ Middle _____ MDC Student ID _____

Student’s Mailing Address _____ City _____ Zip _____

Student’s Birth Date (MM/DD/YYYY) _____ Home Phone # _____ Cellular Phone # _____ Email Address _____

Student’s Current High School Ranking _____ Senior Expected High School Graduation Date (MM/DD/YYYY) _____

Part 2 – Student’s and Parent’s Certification

By signing below, the student and the student’s parent certifies the following: the student has read and will comply with the requirements and procedures on the reverse side of this form; intends to pursue a postsecondary degree following graduation from high school; and understands that the College will provide a transcript of grades and placement test scores to the student’s high school. All Dual Enrollment courses will be posted to the high school permanent record.

Student’s Full Name (print legibly) _____ Student’s Signature _____ Date (MM/DD/YYYY) _____

Parent’s/Legal Guardian’s Name (print legibly) _____ Parent’s/Legal Guardian’s Signature _____ Date (MM/DD/YYYY) _____

PART 3 – Early Admission Course Selection

Please list all courses the student will take at MDC as an early admission student to meet requirements for high school graduation. This section must be completed by the student’s school Guidance Counselor/home school official and signed by the school principal. Please legibly print below all Dual Enrollment courses that the Guidance Counselor/home school official approves for the student to take during the term/year enrollment intention listed at the top of this form. **Note: Each course must be written in ink and initialed by the Guidance Counselor/home school official in the chart below indicating approval for the student to take the course. Courses that are illegible, have ‘white-out’ under them or are crossed out will not be accepted as approved.**

MDC Course (e.g. ENC1101)	Course Title	Class Number	High School Subject Area Met	Initials
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Name of School _____

Public/Charter Private Home School

Address _____ City _____ State _____ Zip Code _____

High School Unweighted GPA _____

Name of Guidance Counselor/Home School Official (print legibly) _____

(_____) _____
School Telephone Number & Counselor Extension

Signature of Guidance Counselor or Home School Official _____ Date (MM/DD/YYYY) _____

Guidance Counselor Email _____

Signature of School Principal _____ Date (MM/DD/YYYY) _____

AFFIX OFFICIAL

SCHOOL SEAL OR
HOME SCHOOL STAMP

PART 4 – MDC Admission and Enrollment Approval

Approved for Early Admission Yes No

Signature of MDC Dual Enrollment Coordinator _____

Date (MM/DD/YYYY) _____

Signature of Admissions and Registration Officer _____

Date (MM/DD/YYYY) _____

MIAMI DADE COLLEGE
EARLY ADMISSION PROGRAM FORM
INFORMATION AND ADMISSION REQUIREMENTS

1. What is Early Admission?

The Early Admission program is a form of Dual Enrollment through which eligible high school students or home school students enroll at Miami Dade College on a full-time basis during their senior year in courses that are creditable toward the high school diploma and the Associate degree.

2. Who is eligible for the Early Admission program at Miami Dade College (MDC)? Students who meet the following criteria:

- a. Minimum **3.5** high school unweighted grade point average (GPA).
- b. Earned college ready scores in reading, writing, and mathematics on a state-approved placement test such as SAT/ACT, CPT, or PERT.
- c. Authorization from their high school principal, counselor, and parent/guardian.
- d. Expressed intent to pursue a postsecondary degree.
- e. Completed an interview with the Campus Early Admission/Dual Enrollment Coordinator to determine that the student has potential to successfully complete all college credit courses.

3. Who pays the College tuition for Early Admission?

- a. Public, charter, and private school students are exempt from registration, tuition, laboratory fees, and special fees for eligible Early Admission courses.
- b. As of July 1, 2013 public, charter, and private high schools shall reimburse the College for Early Admission instruction provided to its students.
- c. Home school students are also exempt from any fees if taking courses that count toward high school graduation.
- d. **If a student withdraws from the school district/private school after registering for dual enrollment and does not withdraw from the dual enrollment classes prior to the drop/add date, the student will be held liable for the tuition cost for the courses.**

4. Who pays for the textbooks?

- a. Miami-Dade County public high school students will receive their instructional material at no cost. Students are issued a Dual Enrollment book voucher by their high school advisor. Charter Schools will provide textbooks for their students participating in Dual Enrollment.
- b. Private high school students and home school students must provide and pay for their own materials.

5. Are all college courses available through Early Admission?

- a. High school students should first consult with a Guidance Counselor to enroll in courses that count toward their high school graduation.
- b. Students must be enrolled in a minimum of 12 credits per semester (24 college credits) which meet the requirements for the student's senior year and high school graduation. The maximum is 15 credits per semester, and students must complete the Fall and Spring semesters.
- c. In addition to the State's "[Dual Enrollment Course High School Subject Area Equivalency List](#)" which identifies the MDC courses taken through dual enrollment that satisfy high school subject area graduation requirements, any college credit course comprised of three (3) credits or more can be considered for Early Admission, subject to approval by the student's school and MDC academic unit.
- d. Students must meet all course prerequisite and placement testing requirements for a course to be considered for Early Admission.
- e. ***Developmental education courses, physical education courses, private lessons, some recreation courses, and independent study courses are not eligible for Dual Enrollment.***

6. What is the Early Admission application process?

- a. The MDC Early Admission form with the signatures of the student, principal, counselor, and parent/guardian should be submitted with a completed MDC Admission Application form in order to obtain special admission to the College. Both forms should be forwarded to the College campus the high school student plans to attend AT LEAST 10 BUSINESS DAYS IN ADVANCE of the requested term of enrollment.
- b. High school students who participate in the Early Admission program are enrolled as "special" students at MDC until they graduate from high school. Upon presentation of final high school transcript indicating graduation date, the College will change the student's status from special student to regular student.
- c. Additionally, public school students must sign the M-DCPS *Early Admission High School Diploma Agreement Form (FM-2829)*. If at any time an Early Admission student does not meet the 12-credit per semester requirement, the student must return to the home senior high school.

7. What do I need to do every semester?

- a. Students will be required to provide a completed MDC Early Admission Program Form each term in order to retain enrollment eligibility.
- b. Students whose College GPA falls below 2.0 are ineligible to continue Early Admission.

8. Will Early Admission courses transfer to other colleges or universities?

- a. High school students enrolled at MDC will receive grades and credit for their college work which will be recorded on a permanent academic record maintained by the College.
- b. College credits completed with satisfactory grades will apply toward an Associate Degree or Certificate at MDC. These credits will transfer to any public college or university offering that course with the same prefix and number.
- c. Upon high school graduation, if students do not attend the same college or university where they earned the Early Admission credit, the application of transfer credit may vary at the receiving institution.