

## Vernon College Concurrent Enrollment and Dual Credit Checklist

Thank you for your interest in Vernon College! This checklist will help with your enrollment and registration.

**The Application for Admission Packet (New students only)**

The following items should be included in your admission application packet and sent to: (if you are in the Wichita Falls area these can be dropped off at the Century City Location as well)

Vernon College Admissions Office, 4400 College Drive, Vernon, Texas 76384

**Admissions Application**

**Official Transcripts** from other colleges attended. (if applicable)

**Copy of Bacterial Meningitis Vaccination (if taking courses on a Vernon College location)**

**Dual Credit/Concurrent Approval Form (signed by parent and principal)**

**Copy of Test Scores**

- SAT, ACT
- TSI Scores

Test scores may be faxed to the **Student Services Office:**

- **Kristin Harris, Associate Dean of Student Services at:**

- [kharris@vernoncollege.edu](mailto:kharris@vernoncollege.edu)

- **Mailed or delivered to: Vernon Campus or Century City Center**

**Registration**

Campus Connect – Register online at <http://vcconnect.vernoncollege.edu/ics/> . To be eligible for Campus Connect registration, you must have completed your admission application packet.

On Campus – For registration times see the schedule at <http://www.vernoncollege.edu/publications/>

**Payment**

Once you have registered for your semester courses, you can pay in person at the business office **OR** send a check or money order prior to the payment deadline to: Vernon College Business Office, 4400 College Drive, Vernon, Texas 76384 **OR** use

FACTS Online Tuition Management System at <http://www.vernoncollege.edu/Buso.aspx>.

**Books**

Books may be purchased at the Vernon College Bookstores. **Contact your high school to find out how books are purchased and distributed for dual credit courses.** Contact the bookstores listed below if you would like to have your books shipped to you.

Century City – Wichita Falls 4105 Maplewood Ave. Wichita Falls, Texas 76308 (940)696-8752 ext. 3218	Vernon Campus – Vernon (940)552-6291 ext. 2280 4400 College Drive Vernon, Texas 76384
--------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------

**For more information contact:**

**Melissa Moore, Early College Start Coordinator**

[www.vernoncollege.edu/instructionalservices/dualcredit.aspx](http://www.vernoncollege.edu/instructionalservices/dualcredit.aspx)

[mmoore@vernoncollege.edu](mailto:mmoore@vernoncollege.edu)

(940)696-8752 ext. 3303