

## For more information contact :

Early College Start  
Coordinator

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## Dual Credit at Vernon College

The Vernon College Concurrent Enrollment/Dual Credit program is a partnership between a high school district, a private secondary school, or a home school and Vernon College. The program enables students to meet entrance requirements to earn college credits while completing high school graduation requirements. Students who are approved by their individual high school (9<sup>th</sup> – 12<sup>th</sup> graders) may take approved courses each academic semester. Students can take either academic transfer or career and technical classes as long as they are approved by their high school administration. Dependent on the student and the high school, students can take courses 100% online, face to face at one of our Vernon College locations or at their respective high schools.

# Dual Credit/Concurrent Enrollment Checklist:

**VC dual credit/concurrent students go through the regular admissions process:**

✓  **APPLY: Submit the Application for Admissions (NEW STUDENTS ONLY) no application fee!**

- You can go directly to [Apply Texas](#) set up an account and get started online. Please make sure to use your full name and a personal email address. Another important fact, your application will not be processed without you entering all needed information like your date of birth, social security number, and high school graduation date. Please make sure and go back through and enter all information that is asked of you.
- **Be sure to choose the following:**
  - 2-year community/junior college
  - Choose Vernon College
  - Select your semester to begin exp. Spring 2022
  - Select first choice school – Associate Degree Transfer Options
  - Select your first choice major – General Studies

\*\*\*Set up your email address immediately after you receive your admissions letter using your student id/pin given in the letter.

✓  **Submit the Dual Credit/Concurrent approval form.**

The approval form can be found on our VC website for students. Students check with your high school counselor for a copy/instructions. Once the form is turned in for processing, an admissions hold will be removed from your account. One step closer to registration.

✓  **Testing: Submit a copy of your TSI/ACT/SAT/EOC test scores to VC Student Services office to determine college readiness and TSI clearance.**

- a. Contact your high school to get a copy of these scores or you can print from your account for your ACT/SAT scores.
- b. You will submit these scores to the Student Services office attn. to Kristin Harris at one of our VC locations (Vernon College or Century City). Please be sure that your name is legible and that you write on the top dual credit/concurrent, your high school, and date of birth.
- c. If you need to set up a testing day at Vernon College – please contact the testing center at the below email:  
[sarledge@vernoncolleg.edu](mailto:sarledge@vernoncolleg.edu) – please have some dates in mind. This will help with setting up a test date.

✓  **Register for Courses: (New and Returning Students)**

Register online at <https://www.vernoncollege.edu>

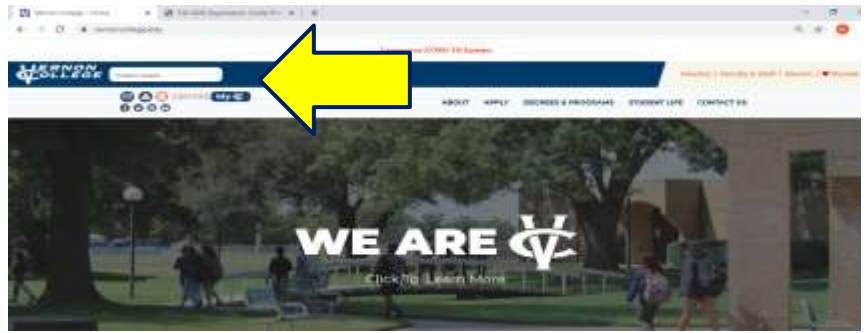
## Student Support Services:

Students who are enrolled in Vernon College courses as dual credit/concurrent students have access to all student services VC has to provide.

<https://www.vernoncollege.edu/student-services-home>

- Library Services – E books, off campus article databases, and online access to library services
- Free Tutoring
- Academic and Career coaching
- Computer labs
- Gym membership
- PASS Department – ADA
- Ability to participate in student activities and attend sporting events
- Peer mentoring program
- Access to MYVC account where you can register for classes, check your schedule each semester, print unofficial transcripts, pay your bill online, and much more!
- Students are given VC emails.

Vernon College is accredited by the Southern Association of Colleges and Schools Commission on College to award associate degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Vernon College.



b. Click on the MY VC link (located in the left-hand corner of the main VC page).

c. Go to **MYVC** and log in with your username and password which are your student id and pin number. This information will be provided to you in your admissions acceptance letter.

d. To be eligible for Campus Connect/Online registration as a high school student, you must be cleared through student services and admissions (TSI Cleared) in the sections required for the courses you are wanting to take (Math, Reading and Writing) of the Texas Success Initiative Assessment.

✓  **ADA:** Many high school modifications are not accepted as college accommodations. If you are a student who would like to request accommodations, **the student** must contact the Vernon College PASS Department. Students can call (940) 552-6291 x2308 (Vernon) or (940)696-8752 x2309 (Wichita Falls, Century City Center) or email Rachel White at [rwhite@vernoncollege.edu](mailto:rwhite@vernoncollege.edu)

✓  **Textbooks:** All students are expected to have access to textbooks or access codes for the courses each semester. Each high school has their own process, please check with the high school counselor in regards to purchasing textbooks. [Bookstore link](#)

✓  **Scholarships:** Scholarship opportunities are available for dual credit students. Most high schools offer some subsidies/scholarships within the ISD and Vernon College offers a \$100.00 Catching the Future Scholarship each semester. Contact the high school counselor for more information. (Homeschool students please contact Michelle Alexander directly via email at [malexander@vernoncollege.edu](mailto:malexander@vernoncollege.edu) ). Students must apply each semester to be considered for any scholarship available. **\*If a student is receiving a scholarship: They will receive notification from either the high school or Michelle Alexander via email. All scholarship information is sent through the HS each fall and spring.**

✓  **Paying Tuition:** Payments be made in a number of ways. Students/Parent can pay in person at one of the Vernon College locations, over the phone through the business office, or online. All payments are due by the payment deadline or the student can be dropped for non-payment.

If the high school is paying the student's tuition, the student will need to be sure they are registered and be in contact with their high school counselor. Make sure to confirm all courses and communicate with high school counselors as soon as possible!