



## KEYS TO SUCCESS AS A DUAL ENROLLMENT STUDENT

Congratulations! You are enrolling as a dual enrollment student at Southwestern Community College. This is a fantastic opportunity to earn college credit while in high school and to learn how to succeed at the college level.

**We want to help you start strong!** Here are some keys to success dual enrolled students have utilized that helped them succeed at Southwestern. **Please discuss these with your family and support team.**

### Successful Dual Enrolled Students:

1. Purchase their textbooks and course materials prior to the start of the class.
2. Review SCC's policies and procedures so that they are up to speed on what is expected.
3. Stay up-to-date on their assignments and participate in their classes so they receive full credit. They strive to impress the instructor, especially at the beginning of the semester. They know if they do not participate in the first two classes they can be removed from the class.
4. Communicate with the instructor when they have questions or need assistance using a phone or their SCC email address.
5. Understand there is a drop/add period at the beginning of each semester when courses can be dropped, and schedules changed without penalty, and make changes during this time.
6. Try to avoid withdrawing from a class, because it can impact financial aid when attending SCC after high school.
7. Attend their classes, show up on time and stay for the entire class so they are up-to-date on what is being taught. They understand that only a certain number of absences are allowed. They avoid having points deducted from their final grade for exceeding the number of allowed absences and being withdrawn for missing too many classes consecutively.
8. Submit assignments by the deadline since make up work is not offered.
9. Do not enroll in seat-based classes that conflict with their sports schedule.
10. Let their parents know they can talk with a guidance counselor at the high school to obtain more information.
11. Are aware that SCC coursework will be posted on their high school transcript.

**Yes, I want to be a successful dual enrolled student and will strive to follow the keys to success!**

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Student Name (Print)

Signature

Date

**Yes, we agree to encourage this student to follow the keys to success!**

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Parent/Guardian Name (Print)

Signature

Date