

2019-2020

Dear Dual Credit Student and Parent(s) or Guardian(s),

Congratulations! By electing to take a dual credit class, you will be earning both high school credit and college credit. There are many benefits to taking dual credit classes, including saving you time and money as you start your college career.

The grade you earn in your dual credit class will become a part of your permanent academic record at the College of Lake County, will be calculated in your grade point average, and will show up on your CLC transcript. The credit you earn is CLC credit. If you are planning to attend another college or university, you may be able to transfer your credit to that college or university. To do this, request a copy of your CLC transcript and submit it to the school you will be attending.

While the benefits of taking dual credit courses are well documented, taking college courses while in high school also comes with responsibility. Since your grade will become a part of your academic record, failing a dual credit course may have a significant impact on your future. Not only will it lower your grade point average, but it may also impact your eligibility for financial aid at the College of Lake County. Federal and state regulations require that students make satisfactory and measurable academic progress in their academic work in order to continue to be eligible for federal and state financial aid. Satisfactory academic progress is measured by looking at cumulative GPAs and the percentage of the classes you take that you successfully complete. Failing a dual credit course will impact both these measures of satisfactory academic progress.

If you feel that you will not be able to successfully complete your dual credit course, consider withdrawing from the course. If you withdraw from your dual credit course before the midterm date, nothing will appear on your CLC transcript. If you withdraw from your dual credit class after the midterm date, the class and grade (most likely W, WS, or FW) will appear on your transcript. A grade of W or WS is not calculated in your grade point average (GPA). Withdrawals that appear on your transcript are included in the hours attempted and not completed when calculating financial aid eligibility. Please contact your instructor or one of CLC's dual credit coordinators for the midterm date of your dual credit class or with any questions you have about withdrawing from the class.

The Individuals with Disabilities Act (IDEA) is not applicable to institutions of higher education, such as CLC. However, students with disabilities may be able to receive accommodations through the college via the Americans with Disabilities Act of 1990 (ADA). If you would like to request accommodations, you must contact CLC's Office for Students with Disabilities and provide documentation of your disability.

All students including dual credit students must adhere to the Student Rights and Responsibilities and Title IX policies located on College of Lake County website. They can be found at <http://www.clcillinois.edu/aboutclc/depts/ssd/student-rights-and-responsibilities> and <http://www.clcillinois.edu/student-services/student-behavior/titleixservices>

We hope that your experience in a dual credit class is a positive one and that it motivates you to continue to pursue a degree once you have completed high school. If there is anything I can do to support you, or if you have any questions about your dual credit course, please feel free to contact me.

Sincerely,

Susan Ros
Program Coordinator
College Readiness and Dual Credit
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