Eligibility
Qualified students in grades 11 - 12 who are currently attending high school and have an earned cumulative 3.0 GPA on the South Carolina Uniform Grading Scale are eligible to apply. Written permission from the student’s high school administration or their authorized home school agency representative is required along with a current transcript. Test scores (SAT/ACT) are also required. Dual Enrollment opportunities are designed for juniors and seniors with strong academic abilities and in advanced standing or recommended by their college counselor, faculty, or governing homeschool authority for enrollment who reside in the SC lowcountry. These courses may be taken before, during, after school hours, or during a summer semester.

Location
Students may enroll in courses at designated College of Charleston campus locations or as offered at their high school campus. Distance education delivery may be available for some courses.

Application Fee
Application fee is included in the course fee.

Tuition and Fees
The standard tuition for a course under dual enrollment is $450.00* This does not cover the cost of books and other required course materials. Tuition and fees may be paid on-line via the student’s MyCharleston account or in person at the Treasurer’s Office http://treasurer.cofc.edu/. Course tuition and fees are non-refundable.

*Does not apply to Teacher Cadet coursework.

Financial Aid
State and Federal financial assistance is not available to students attending college under Dual Enrollment status. For purposes of SC Scholarship Programs these courses- both hours and grades- would be included in the determination of eligibility for State Scholarships for the student’s second collegiate enrollment year. http://www.finaid@cofc.edu/

MyCharleston Account
All students will be provided access to their individual portal account at www.mycofc.edu. You will receive information about creating your account following acceptance. Students are responsible for setting their passwords and maintaining their personal information and college-assigned email. Assistance with the account can be obtained via helpdesk@cofc.edu or 843.953.3375.

Cougar ID Card
Students who have paid their fees may have their College of Charleston identification card made at Cougar Card Services located on the corner of Calhoun and St. Philip Streets. http://cougarcard.cofc.edu/.

Housing
Campus housing is not available to high school students during Fall and Spring semesters.

Parking
To inquire regarding campus parking availability, please contact our parking office at 843.953.7834 or parkingservices@cofc.edu

Transferability of Courses
Because the College of Charleston is a regionally accredited institution, most general education courses transfer to other colleges/universities. However, the receiving college/university determines the transferability of courses. Your high school or home school agency will determine whether the successful completion of your course(s) can be applied to your required courses for graduation from high school. By enrolling in dual enrollment courses you are establishing a grade record and an official transcript of attendance at an accredited institution of higher education. An official transcript will be sent to your high school or home school governing authority on your completion of the course. Other transcripts can be requested and paid for by contacting the Office of the Registrar http://registrar.cofc.edu.
Earning a Degree
Students who wish to earn a degree from the College of Charleston must formally apply for admission using an undergraduate degree application. All students are urged to consult the College of Charleston Undergraduate Catalog for information pertinent to admissions, course offerings, fees, etc. If you have further questions, contact:

Office of Admissions
College of Charleston
Charleston, South Carolina 29424-0001
843.953.5620 or 843.953.5670
fax: 843.953.7461 or 843.953.6322
http://www.cofc.edu
E-Mail: adu@cofc.edu

College of Charleston - Citizenship/Legal Presence Verification

South Carolina law requires that you present proof of citizenship or legal presence in the U.S. prior to registering for classes at the College of Charleston. The College of Charleston will attempt to verify student citizenship via legally authorized federal or state databases before asking students to submit proof of citizenship. If your status cannot be verified through one of these databases, then prior to registration you will need to provide one of the following items:

- A valid South Carolina driver’s license issued after January 1, 2002;
- A current U.S. Passport;

Please note that original documents are required for verification; copies are not acceptable. We only need to view original documents and they will not be retained by the College of Charleston.

Other Information

As permitted by state law, the College of Charleston incorporates questions relative to any criminal background in our application process. The primary purpose of such screening is to ensure the safety of all our students while maintaining the institution’s commitment to access and openness. (This includes, but is not limited to: murder, voluntary manslaughter, aggravated assault, sexual assault, robbery, burglary, stalking, criminal domestic violence, substance abuse, selling/trafficking illegal substances, arson, hate crime, financial transaction theft/fraud, forgery, and identity theft.). The College of Charleston policy on admitting applicants for enrollment with a criminal or disciplinary history can be found at http://policy.cofc.edu.

Federal Law prohibits the College of Charleston from making inquiries regarding handicaps prior to admission. Information regarding handicaps, voluntarily given or inadvertently received, will not affect any admission decision. However, upon admission, students with disabilities needing accommodations (including learning disability or attention deficit disorder) should contact the Center for Disability Services at 843.953.1431 or SNAP@cofc.edu.

The College of Charleston is committed to provide leadership in the attainment of equal opportunity for all persons regardless of race, religion, sex, national origin, age, handicap, or other legally protected classifications. The effort is in compliance with all federal and state laws, including Title VI and VII of the Civil Rights Acts of 1964, Title IX of the Education Amendments of 1972, Section 503 and 504 of the Rehabilitation Act of 1973, and the Age Discrimination Act of 1975 as amended. Inquiries should be directed to the Office of Human Relations and Minority Affairs, College of Charleston. Charleston, SC 29424-0001. 843.953.5758.
Application for Undergraduate Dual Enrollment Admission

Course Fee: $450.00* (does not include books and course materials)
*Subject to change. Does not apply to Teacher Cadet coursework

Applicant Information

Please print or type clearly

Semester applying for 20_______

☐ Fall  ☐ Spring  ☐ Maymester  ☐ May Evening  ☐ Summer I  ☐ Summer Evening  ☐ Summer II

☐ Teacher Cadet Course at ___________________________________________ High School

Social Security Number ☐ ☐ ☐ - ☐ ☐ ☐ - ☐ ☐ ☐ ☐

Legal Name ____________________________

Last First Preferred First Name Middle

Please list any former names used on official records: ____________________________

Permanent Address: ____________________________

Street Address City State Zip Code

Current South Carolina County of Residence ____________________________ Home Telephone Number ____________________________

Email Address: ____________________________

Date of Birth (Month/Day/Year) ____________________________ Birthplace: ____________________________

Are you a legal resident of the State of South Carolina for tuition purposes?  ☐ yes  ☐ no  ☐ uncertain

(If you check no or uncertain please contact the Legal Residency Office at 843.953.7312 or via the web at legalresidency.cofc.edu)

How long have you resided in South Carolina?  Year(s) _____ Month(s) _____

Country of Citizenship:  ☐ United States  ☐ Other ____________________________

VISA STATUS and expiration date ____________________________

If not a U. S. Citizen, are you a resident alien?  ☐ yes  ☐ no  If yes, # ____________________________

A copy of your Lawful Permanent Resident Card or I-485 Receipt Notice is required to verify permanent residency.

Non-US citizens and military are classified as non-residents until approved by the Legal Residency Office.

How long have you lived in the U. S.? _____ First language if other than English: ____________________________

Are you or your parents active military?  ☐ yes  ☐ no  Military ID # ____________________________

Emergency Contact: ____________________________

Address: ____________________________

Work/Cell Telephone Number: ____________________________ Relationship to Student: ____________________________

Have you ever applied to the College of Charleston?  ☐ yes  ☐ no  If yes, when? ____________________________

Legal Presence:  ☐ DL  ☐ Passport  ☐ Other:____________________

The following information is used for statistical purposes only and will not be used for discriminatory purposes in an admissions decision. The information is used for federal, state, and institutional reporting only.

Sex:  ☐ Male  ☐ Female

Self Description:  Are you Hispanic/Latino?  ☐ yes  ☐ no

☐ White  ☐ American Indian or Alaskan Native  ☐ Asian  ☐ Black or African American
*Have you ever been on probation, dismissed, suspended, or otherwise subject to any academic and/or disciplinary sanction from any school?  □ yes  □ no

*Do you have any convictions, guilty pleas, or judicial findings or charges for any criminal offenses (including juvenile offenses) other than minor traffic violations or did you receive a dishonorable discharge from the military?  □ yes  □ no

*If you answered yes to either question, please explain fully in an attachment on page 5.

Parent/Guardian Section:
I understand that College of Charleston is an adult learning environment. Textbooks, assignments and discussions may include adult and sometimes controversial subjects. I understand and have explained to my child the potential for discussion of adult topics. As a parent/guardian, I certify that I have read and understand the responsibilities and financial obligations of a student enrolled in College of Charleston as stated in the application information.

________________________________________  ________________________________________

Parent/Guardian Signature  Date

CERTIFICATION
Important! ALL applicants must read and sign below.
I certify that all information provided on this application is correct and complete and that it may be disclosed for consideration of admission and student records. All submitted documents become property of the College of Charleston. If I enroll at the College of Charleston, I agree to abide by its Honor Code and the rules and regulations of the College. Furthermore, I understand that any untruthful statement in this application could subject me to immediate dismissal from the College.

Applicant Signature  Date

To be completed by High school or Governing Homeschool Authority:
Test score on one of the following:

**ACT**
- English ______ Math ______ Test Date: _____/_______

**SAT**
- Critical Reading ______ Math ______ Writing ______ Test Date: _____/_______

Dual enrolled student is approved to take the following courses at College of Charleston:

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<th>College of Charleston Course</th>
<th>Dual Credit High School Course Equivalent</th>
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Principal/Guidance Officer/Homeschool Authority Name (please print)

Principal/Guidance Officer/Homeschool Authority Signature

High School/Homeschool Authority Group and Address
Disciplinary Questions
Please answer all questions below that pertain to your circumstances. Your response will be held in strict confidence.

Did your offense include:
   A crime of violence? □ yes □ no
   Any sex offense involving a minor? □ yes □ no
   Arson? □ yes □ no
   Malicious injury to real or personal property? □ yes □ no
   Has your use of alcohol or drugs ever resulted in fines, sanctions, or arrest? □ yes □ no
   Are there such criminal charges pending against you at this time? □ yes □ no
   Have you entered a plea of guilty, a plea of no contest, a plea or nolo contendere, or an Alford plea to a criminal charge? □ yes □ no
   Have you otherwise accepted responsibility for the commission of a crime? □ yes □ no

   Did your expulsion or suspension last more than five days? □ yes □ no
   Was your expulsion or suspension due to an act of violence? □ yes □ no
   Was your expulsion or suspension due to sexual misconduct? □ yes □ no
   Was your expulsion or suspension due to significant property damage? □ yes □ no

If you answered yes to any of the above questions, you are required to provide the approximate date of the incident and explain the circumstances and resolution in the box below. All students are required to report any sanction that occurs subsequent to applying. Additional documentation will be required such as legal documentation, a copy of your charge sheet, documents in support of the satisfaction of any court-mandated sanctions, etc. You may attach any related documentation with your application.