



## HOUSTON COMMUNITY COLLEGE

Congratulations! Your high school has recommended you for Houston Community College's Dual Credit program. Should the Dual Credit office of HCC find you meeting all the requirements of the program, you will be eligible:

- To enroll in HCC dual credit course(s);
- Receive full waiver of tuition and fees; and
- Receive college and high school credits when you successfully complete the course(s).

**The steps below will assist you with registering and receiving the Dual Credit Waiver:**

1. Provide your signature and that of your parent on the Dual Credit Waiver Approval Form;
2. Return the form to your high school counselor or the designated dual credit contact at your high school. They will forward your completed form to the appropriate Houston Community College dual credit office before the start of registration;
3. Register on-line for the identified courses when advised by your high school counselor or designated dual credit contact ([www.hccs.edu/dualcredit](http://www.hccs.edu/dualcredit)). Sign on using your HCC student identification number (W number). Your waiver should automatically be applied against your cost of registration.

Thank you,  
HCC Dual Credit Office



HOUSTON COMMUNITY COLLEGE

## DUAL CREDIT WAIVER APPROVAL FORM

Date:

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Student:

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HCC ID:

GRADE:

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Name of High School/District:

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is eligible to enroll in the following HCC Dual Credit course(s):

| Term | HCC Course | Class Number<br>(optional) | Location |
|------|------------|----------------------------|----------|
|      |            |                            |          |
|      |            |                            |          |
|      |            |                            |          |
|      |            |                            |          |

Student Signature:

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Parent/Guardian Signature:

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Consent given by  
High School Official Signature/Date:

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Approved by:  
College P-16 Director Signature/Date:

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### **FOR DUAL CREDIT OFFICE USE ONLY**

Waiver Code \_\_\_\_\_ Date Waiver Applied \_\_\_\_\_

High School Location Code \_\_\_\_\_