

Concurrent Credit Enrollment Information and Agreement Form

Johnson County Community College (NCCC)

This form must be completed to enroll in the following courses:

- Computer Technology: Hardware & CompTIA A+ Essentials (fall)
- Computer Technology: Support & Comp TIA A+ Practical Applications (spring)
- Computer Technology: Networking & Network Fundamentals (fall)
- EMS – First Responder & Medical Terminology(EMS) (fall & spring)
- Automotive Service I & II Automotive Service III & IV

STUDENT NAME _____ **SCHOOL** _____

Students who intend to complete a concurrent enrollment course must review the following information and sign below. Parents must also review and sign.

This form must be returned to the student’s high school counselor by **Tuesday, March 7, 2017** to complete high school enrollment for your selected concurrent enrollment course.

Pre-requisites – There are no pre-requisites for Johnson County Community College (JCCC) concurrent enrollment courses. Students must be a junior or senior in high school.

Admissions – Students are required to apply for admission (<http://admission.jccc.edu>) to Johnson County Community College (JCCC) by **Friday, May 19th, 2017**. JCCC representatives will be on hand in April (date/time TBD) at the Lawrence College & Career Center to assist with the admission application. If a student would like to attend JCCC after high school graduation, they would not need to apply again.

Enrollment – Johnson County Community College (JCCC) representatives will be on hand in April (date/time TBD) at the Lawrence College & Career Center to assist with enrolling in the course through JCCC. Enrollment through the student’s local high school will be completed upon return of this form.

Tuition and Fees – There is no tuition costs for most concurrent credit courses taken through Johnson County Community College (JCCC). There are no fees for JCCC concurrent credit courses. Below is a list of courses with a tuition cost and an estimate of that cost:

EMS 121 – CPR Basic Life Support (part of the Emergency Medical Science – First Responder course) - \$110

Payment may be made by check, money order or cashier’s check. Payment can also be made online with a credit or debit card. Students will need to authorize parents or others to view and/or pay their JCCC bill online. For details regarding payment, please visit: <http://www.jccc.edu/admissions/tuition/index.html>

Textbooks – Textbooks are provided by USD 497. Textbooks must be returned at the end of the course.

Drop/Refund – Students are expected to complete the course for which they register. If EMS 121 students must drop the course and would like a refund they must officially drop the class within the stated refund period listed at www.jccc.edu/adminssions/enrollment/drop/index.html. DO NOT assume your tuition payment will be waived if you drop/withdraw from the course at the high school. If the student drops the course at the high school they must also drop the course with Johnson County Community College.

Release of Student Grades – Grades are made available directly to the student. Student grades will not be released or discussed with parents or others unless a release signed by the student is in the student file. In order to report student grades, students are required to sign this release to provide grades to parents and to USD 497. For information visit <http://www.jccc.edu/student-resources/records/ferpa.html>

Attendance – Most college courses have required contact hours to earn credits or certifications. Emergency Medical Science – First Responder has strict requirements for students looking to complete their certification. Students should be aware that a limited number of absences are permitted in concurrent credit courses.

Credits/Transfer – Coursework students have taken concurrently will automatically count towards Johnson County Community College degrees. If the student decides to attend another institution, he/she may request an official transcript to be sent to that institution to certify the credits. For more information on transfer credits visit <http://www.jccc.edu/student-resources/counseling/transfer/>

Agreement by Student

By signing this, I certify that I have read the above information and thoroughly understand what is required of me as a concurrent enrollment student at Johnson County Community College. I understand that if I must drop the course(s) I enroll in, I must drop them through the Johnson County Community College or I will receive an F on my permanent college transcript.

Student Name (Print)

Student Signature

Date

Agreement by Parent

By signing this, I certify that I have read the above information and thoroughly understand the requirements for my student to enroll as a concurrent enrollment student at Johnson County Community College.

Parent Name (Print)

Parent Signature

Date