

# D U A L E N R O L L M E N T



## PARADISE VALLEY COMMUNITY COLLEGE/CACTUS SHADOWS HIGH SCHOOL 2007-2008 Dual Enrollment Registration Information

### KEEP THIS PAGE FOR YOUR RECORDS!!!

Paradise Valley Community College, Rio Salado College and Cactus Shadows High School are partners in Dual Enrollment – a program that provides the opportunity for able and ambitious high school students (primarily juniors and seniors) to earn both high school and college credits. Through Dual Enrollment, students can take specified college-level courses at the high school during regular school hours. For further information, talk to the high school liaison, Roger Hill, at 480-575-2404, or call Paradise Valley Community College at 602-787-6700.

#### **Paradise Valley Community College Dual Enrollment website information**

Please visit PVCC Dual Enrollment website at <http://www.pvc.maricopa.edu/pvccnorth/> to access additional forms and information about the Dual Enrollment program. Please note that these forms need to be printed and *cannot be submitted online*. Adobe Acrobat Reader is needed to use the forms. (Download free Reader software at <http://www.adobe.com/products/acrobat/readmain.html>)

#### **Registration Materials**

All required forms and information to register for PVCC Dual Enrollment Program can be acquired from the high school liaison. To enroll:

1. Fill in the form and select courses for both fall and spring, if applicable.
2. Get required signatures. (Student, Parent)
3. Turn in the form to the high school liaison Roger Hill or Debbie Dowd.

#### **Student Eligibility**

Students enrolling for dual credit must meet course prerequisite and class standing qualifications. Because this is a program designed primarily for juniors and seniors, lower classmen are eligible for only designated courses, as identified with a ^ in the class listing in the registration materials.

**Prerequisites and Placement:** Science and foreign language courses may have prerequisites. Enrollment in ENG101/102 and all dual math classes requires a qualifying score on the college placement test, or *college credit* for the prerequisite course. Free testing is administered at the Cactus Shadows High School or Paradise Valley Community College locations. Students who don't earn a qualifying score on their initial test may retest *once per discipline within one year of the initial test after a 24-hour remediation period. Any further retests are invalid.* Contact the college liaison for detailed information.

**Class Standing:** All dual students in public schools must be enrolled for a full-time instructional program at the high school before selecting dual college course(s). For example, a student attending six high school classes can enroll in only two of these classes for dual credit. The one exception is seniors who need less than four high school credits to graduate. These seniors are not limited in the number of dual courses they may take. School scheduling varies - see a high school counselor for the definition of a full-time instructional program.

#### **Tuition & Residency**

Tuition is currently \$65 per credit hour for in-state/in-county residents of more than one year. Tuition is subject to change for the 2007-08 school year. Fees are higher for non-residents. *Dependent minors who have lived in Arizona less than one year may apply for a lower tuition rate* by completing domicile affidavit paperwork available from the liaison, or by calling (602) 787-7029. Unless approved for an exception, residents of less than one year will be responsible for paying higher out-of-state rates.

#### **Financial Assistance**

Paradise Valley Community College now offers a new no-interest payment plan through **eCashier**, allowing for flexible payment options. More information is available on the next page, or contact Cactus Shadows High School liaison, Roger Hill for scholarship information.

**PARADISE VALLEY COMMUNITY COLLEGE/CACTUS SHADOWS HIGH SCHOOL  
2007-2008 Dual Enrollment Registration Information**

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<b>DEADLINES</b>	<b>FALL 2007</b>	<b>SPRING 2008</b>
<b>Registration at CSHS</b>	<b>April 18 &amp; August 8</b>	<b>November 28, 2007</b>
Placement and/or Assessment Testing	Friday, August 17	Friday, January 18
Scholarship Application/Tuition Deferment	Friday, August 17	Friday, January 18
Registration Packet and Payment turned in to high school liaison	Friday, August 17	Friday, January 18
Last Day to contact PVCC for Official Course Withdrawal* (to receive refund)	Friday, September 10	Friday, January 28

**IMPORTANT NOTES for DUAL STUDENTS**

If you were previously enrolled or took a placement test with Paradise Valley Community College, it is very important to use the same College ID when registering for the 2007-08 school year to avoid possible duplicate records. If you wish to change your ID from your Social Security number to a generic number or vice versa, please contact Admission and Records at 602-787-7020.

You will receive a billing notice (addressed to the student) for fall and spring classes. Please note the due date for these payments. You may pay your tuition with Visa, MasterCard, Discover, American Express, personal check or money order. Cash payments can only be accepted in person at our PVCC main. If you have any questions, PVCC Cashier's Office can be reached by calling 602-787-7350.

To help you meet your educational expenses, Maricopa County Community Colleges are pleased to offer eCashier through NBS/FACTS as a convenient online payment option. If you choose to use NBS/FACTS, you may select installment plans that are spread over several months, depending on the length of the semester. You may choose to make payments from a checking or savings account or by Visa, MasterCard, American Express or Discover. This is not a loan program. You have no debt, there are no interest or finance charges assessed, and there is no credit check. The cost to initiate your monthly payment plan is \$20 per semester (non-refundable NBS/FACTS Enrollment Fee). *Note: The \$20 payment plan enrollment fee and future installments are payable to NBS/FACTS, not to Paradise Valley Community College.*



You may withdraw from your college class(es) at any time; however, refunds will be issued only to students who officially withdraw by September 10, 2007 (fall classes) or January 28, 2008 (spring classes).

\*It is **your responsibility** (not your instructor's) to contact PVCC with any changes to your dual class schedule. Please call PVCC at 602-787-7020 if you wish to make a college schedule change. You should also notify your instructor and high school liaison of any schedule changes.

**Late registrations and/or payments will not be accepted.**

Paradise Valley Community College\*18401 North 32<sup>nd</sup> Street, Phoenix, AZ, 85032  
<http://www.pvc.maricopa.edu/pvccnorth/>

**Paradise Valley Community College-Rio Salado College/Cactus Shadows High School  
List of Dual Enrollment Courses 2007-08**

**KEEP THIS PAGE FOR YOUR RECORDS!!!**

Use this chart to locate the course(s) you want to take for college credit. Enter the **College Course ID**, **Section #** and **Credits** in the Course Selection box on your Dual Enrollment 2007-08 Student Information Form. *Remember to enter information for both fall and spring selections, if applicable.*

***Fall***

***Spring***

High School Course	College Course Title	Course ID	Section #	Credit	College Course Title	Course ID	Section#	Credit
Senior English/ College English (Kugler)	+ First-Year Composition	ENG101	5501	3	+ First-Year Composition	ENG102	5501	3
Geology (J. Reisener)	Introduction to Geology I Physical Lecture and Lab	GLG101 GLG103	5502 5503	3 1	Introduction to Geology II Historical Lecture and Lab	GLG102 GLG104	5502 5503	3 1
US & AZ Constitution (Meils)	• U.S. and Arizona Constitution	POS220	5504	3				
US & AZ Constitution (Meils)					• U.S. and Arizona Constitution	POS220	5504	3

+ *Appropriate placement/assessment test score or college prerequisite required.*

• *Enroll for one semester only – either fall or spring, based on High School schedule.*

**ALL NEW AND PROSPECTIVE STUDENTS WILL  
NEED ONE FORM OF IDENTIFICATION.  
WITHOUT PROPER IDENTIFICATION,  
OUT-OF-STATE COLLEGE FEE'S WILL APPLIED**

- **Drivers license**
- **Arizona I.D.**
- **Birth Certificate**
- **Passport**
- **Immigration Card**
- **F-1 Student Visa**

New student at this college  
 Former student at this college; last date attended: mm/yy \_\_\_\_/\_\_\_\_/\_\_\_\_

**SOCIAL SECURITY NUMBER\***           
**OR COLLEGE ID**          
*(Enter 999 if you would like PVCC to assign you a unique ID)*

**SAIS NUMBER** \_\_\_\_\_  
 Arizona Department of Education (ADE) Student Accountability Information System number

**LEGAL NAME** (Last, First Middle) ↓ \_\_\_\_\_

\_\_\_\_\_

**FORMER NAME(S)** \_\_\_\_\_

**MAILING ADDRESS** ↓ \_\_\_\_\_

\_\_\_\_\_

**CITY** ↓ \_\_\_\_\_ **STATE** ↓ \_\_\_\_\_ **ZIP CODE** ↓ \_\_\_\_\_

\_\_\_\_\_

**DAY PHONE** ↓ \_\_\_\_\_ **EVENING PHONE** ↓ \_\_\_\_\_

\_\_\_\_\_

**E-MAIL ADDRESS** \_\_\_\_\_

**RESIDENCY** These questions are asked for the purpose of determining tuition and fees. State law now requires that a person who is not a citizen or legal resident of the United States or who is without lawful immigration status is not entitled to classification as an in-state student pursuant to A.R.S. Section 15-1802 or entitled to classification as a county resident pursuant to A.R.S. Section 15-1802.01. Failure to answer questions 8-10 may result in being classified as out-of-state for tuition and fee purposes. The responsibility of registering under the proper residency classification is placed upon the student. Any student who falsifies his/her residency may be subject to dismissal from the college and/or criminal action. Refer to the college catalog for residency guidelines.

United States Citizen  
 Legal Immigrant/Permanent Resident  
 • Alien Registration Number \_\_\_\_\_ and Date of Issue \_\_\_\_/\_\_\_\_/\_\_\_\_ Date of Expiration \_\_\_\_/\_\_\_\_/\_\_\_\_  
 Lawful Refugee or Asylee  
 • Alien Registration Number \_\_\_\_\_ and Date of Issue \_\_\_\_/\_\_\_\_/\_\_\_\_ Date of Expiration \_\_\_\_/\_\_\_\_/\_\_\_\_  
 Legal Nonimmigrant  
 • Specify Immigration Classification \_\_\_\_\_ and Date of Expiration \_\_\_\_\_ and Alien Registration Number or I-94 Number \_\_\_\_\_  
 Do Not Qualify for Any of the Above

Country of Citizenship \_\_\_\_\_

AZ Department of Motor Vehicle License or ID Number \_\_\_\_\_  
 Date of Issue \_\_\_\_/\_\_\_\_/\_\_\_\_ Date of Expiration \_\_\_\_/\_\_\_\_/\_\_\_\_  
 Do not possess an AZ Department of Motor Vehicle License of ID Number.

Are you a dependent of a member of the U.S. Armed Forces stationed in Arizona pursuant to military orders?  Yes  No

What date did your present stay in Arizona begin? *(If born in Arizona and resided here continuously since birth, use date of birth.)* Month/Day/Year \_\_\_\_/\_\_\_\_/\_\_\_\_

What was your most recent state of residence **prior** to moving to Arizona?  
*(If none, please indicate none.)* \_\_\_\_\_

In what Arizona county do you reside? \_\_\_\_\_

If Maricopa, what date did you move to this county? *(If born in this county and have resided here continuously since birth, use date of birth.)* Month/Day/Year \_\_\_\_/\_\_\_\_/\_\_\_\_

What Arizona county did you reside in **prior** to moving to Maricopa?  
*(If none, please indicate none.)* \_\_\_\_\_

**PREVIOUS EDUCATION**  
 University/College/Vocational School (Check highest level completed.)  
 No college or university  
 Some college or university, no degree

**HIGH SCHOOL CACTUS SHADOWS SCHOOL (E4)**  
 Expected High School Graduation Date \_\_\_\_/\_\_\_\_/\_\_\_\_  
 \_\_\_\_\_  
 Month/Year

**EDUCATIONAL GOALS**  
 Do you plan to earn a degree or certificate from this college?  
 Yes Degree Name \_\_\_\_\_  
 Yes Certificate Name \_\_\_\_\_  
 No Area of study \_\_\_\_\_

What is your *primary* reason for attending this college? (Check one.)  
 Prepare for employment  
 Improve my skills at my present job  
 Learn new skills for a better job  
 For my personal interest or self-improvement  
 Transfer to another community college \_\_\_\_\_  
 Transfer to a university \_\_\_\_\_

**EMPLOYMENT HOURS** planned per week while enrolled: \*\*  
 None  11-15  21-30  
 1-10  16-20  31 or more

**BIRTHDATE** Month/Day/Year \_\_\_\_/\_\_\_\_/\_\_\_\_ Age \_\_\_\_\_

**SEX\*\***  Male  Female

**RACE/ETHNIC BACKGROUND\*\***  
 American Indian or Alaskan Native  Black  White  
 Asian or Pacific Islander  Hispanic  Other

What was the first language you spoke as a child? \_\_\_\_\_

What languages were spoken in your home when you were growing up?  
 \_\_\_\_\_

What language do you speak most often now? \*\*  
 \_\_\_\_\_

**INFORMATION RELEASE:** Do you give permission for the college to release directory information relative to your enrollment (as per the Family Education Rights and Privacy Act of 1974)?  Yes  No

*All of the information on this form is confidential and in compliance with the Family Education Rights and Privacy Act of 1974. The Act's provisions are explained in the General Catalog.*

*\*The Social Security Number is generally used as the Student Identification Number. Students who choose not to disclose their Social Security Number will have a unique Student Identification Number assigned. Students should be aware that a correct Social Security Number must be on file for reporting information pertaining to potential tax credits, and must be used by applicants for federal and state aid. Failure to provide a correct Social Security Number may preclude the determination of eligibility for in-state residency, resulting in out-of-state tuition.*

*\*\* Voluntary information used to comply with Federal Reporting and has no effect on admission to the college. This information will not be used for any discriminatory purpose.*

COURSE SELECTION(S)					
FALL 2007			SPRING 2008		
PVCC Course ID	Section #	Credits	PVCC Course ID	Section #	Credits

Total Fall Credits \_\_\_\_\_ x \$65^ = \_\_\_\_\_  
 + \$15 registration fee

Total Spring Credits \_\_\_\_\_ x \$65^ = \_\_\_\_\_  
 + \$15 registration fee

TOTAL AMOUNT DUE \_\_\_\_\_

Fall \$

Tuition is subject to change

Spring \$

Name (Last, First Middle) \_\_\_\_\_

Social Security Number or College ID \_\_\_\_\_

**\$ How would you like to pay for fall classes? Total Due: \$** \_\_\_\_\_ (\_\_\_\_\_ credits x \$65 + \$15 reg. fee)

1. Charge tuition and fees to:  VISA  MasterCard  American Express  Discover Charge Amount \$ \_\_\_\_\_  
 Card # \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ 3-Digit Security Code \_\_\_\_\_ Exp. Date \_\_\_\_ / \_\_\_\_  
 Name on Card \_\_\_\_\_ Daytime Telephone Number \_\_\_\_\_  
 Cardholder's Billing Address \_\_\_\_\_ City, State ZIP \_\_\_\_\_
2. Check attached. Include student's name and Social Security # or College ID on the check. Check # \_\_\_\_\_ Amount \$ \_\_\_\_\_  
 Please make check or money order out to **Paradise Valley Community College**. PVCC cannot accept post-dated checks.
3. Student received scholarship from:  High School  Other Amount \$ \_\_\_\_\_  
*Note: Student is responsible for amount not covered by scholarship. Scholarship does not cover out-of-state fees.*
4. Student will initiate an online payment plan through eCashier after receipt of a bill.

**\$ How would you like to pay for spring classes? Total Due: \$** \_\_\_\_\_ (\_\_\_\_\_ credits x \$65 + \$15 reg. fee)

1. Charge tuition and fees to:  VISA  MasterCard  American Express  Discover Charge Amount \$ \_\_\_\_\_  
 Card # \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ 3-Digit Security Code \_\_\_\_\_ Exp. Date \_\_\_\_ / \_\_\_\_  
 Name on Card \_\_\_\_\_ Daytime Telephone Number \_\_\_\_\_  
 Cardholder's Billing Address \_\_\_\_\_ City, State ZIP \_\_\_\_\_
2. Check attached. Include student's name and Social Security # or College ID on the check. Check # \_\_\_\_\_ Amount \$ \_\_\_\_\_  
 Please make check or money order out to **Paradise Valley Community College**. PVCC cannot accept post-dated checks.
3. Student received scholarship from:  High School  Other Amount \$ \_\_\_\_\_  
*Note: Student is responsible for amount not covered by scholarship. Scholarship does not cover out-of-state fees.*
4. Student will initiate an online payment plan through eCashier after receipt of a bill.

**STUDENT SIGNS HERE**

*I certify that the information on this enrollment form is true and complete, and I understand that PVCC cannot release information about my enrollment, fees or grades to my parents and/or guardian(s) unless I list them below. (To receive information, these individuals must know my student ID.)*

\_\_\_\_\_  
 Typed/printed name of parent/guardian

\_\_\_\_\_  
 Typed/printed name of parent/guardian

\_\_\_\_\_  
 Student signature

\_\_\_\_\_  
 Date

**PARENT SIGNS HERE**

*As parent or legal guardian, I give my permission for the above named student to enroll in the courses listed, and I accept financial responsibility for tuition and fees.*

\_\_\_\_\_  
 Parent/guardian signature

\_\_\_\_\_  
 Date

**COURSE PLACEMENT (Students: Please complete this section, if applicable.)**

ENG101/Math Placement Testing

(If the student tests at a community college other than PVCC, please attach a copy of the score sheet to this registration form.)

Which placement test(s) did the student take?  Asset  Accuplacer  Compass

Where?  High School  PVCC  Other College (specify) \_\_\_\_\_ When (month/year)? \_\_\_\_ / \_\_\_\_

**HIGH SCHOOL OFFICIAL SIGNS HERE**

Placement Score(s): \_\_\_\_\_ ENG/Writing Skills \_\_\_\_\_ College Level Math/Algebra (If student tested twice, list top score only.)

*I have reviewed the information on this form and the student is eligible to participate in these dual enrollment courses.*

\_\_\_\_\_  
 High school official signature

\_\_\_\_\_  
 Date