



Spring 2024

# ADMISSIONS

## Dual Credit Registration Form

### Section I—Student Information

Have you taken Dual Credit with MSU before? Y or N If NO, complete the Application for Admissions at [mayvillestate.edu/applynow](https://mayvillestate.edu/applynow)

Student (First and Last Name)	Date of Birth	Grade Level
Mailing Address	Phone Number	
City, State and Zip	Email	

**SECTION II— APPROVED COURSES REQUESTED BY HIGH SCHOOL—** If you would like to take an online course, view the **DUAL CREDIT COURSE LIST** included and on the website: <https://mayvillestate.edu/future-students/early-entry/> Enter the course information on this registration form.

Course Subject & Number	Class Number	Credits	Course Title	Course Instructor	Time
<del>Math 103</del>	<del>7878</del>	<del>3</del>	<del>College Algebra</del>	<del>Johnson</del>	<del>2:30 pm</del>

By signing this document, it is understood the student, parent and/or guardian is responsible for all costs not covered by a third party related to the above courses and understands tuition/fee due dates and withdrawal procedures. Paying for tuition: [mayvillestate.edu/paying-school/business-office/payment-options/](https://mayvillestate.edu/paying-school/business-office/payment-options/) Please make a copy of this document for your records.

Signature of Student: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of Parent/Guardian: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of Superintendent or Designee: \_\_\_\_\_

Date: \_\_\_\_\_



# ACADEMIC RECORDS

## FERPA Release Form-Dual Credit

I, \_\_\_\_\_, authorize **Mayville State University** to release my list of classes including grades to my high school after completion of course(s).

Also, I authorize **Mayville State University** to release the following educational records upon my request.

Please check box(es): ☐ Financial records ☐ Academic Records/Transcripts

Name of the individuals I wish to release information to (*Please Print*):

1. _____	_____	_____	_____	_____
Last Name	First Name	MI	Relationship	Personal Identifier (Birth Date, SSN, etc.)
2. _____	_____	_____	_____	_____
Last Name	First Name	MI	Relationship	Personal Identifier (Birth Date, SSN, etc.)
3. _____	_____	_____	_____	_____
High School			Administrator	

I acknowledge by my signature that I understand although I am not required to release my records to these individuals, I am giving my consent to release the information. I understand that this release remains in effect until I revoke such consent in writing and the revocation is delivered to the institution. I also understand that if I am under 18 years of age, or a dependent for tax purposes, the institution may disclose such information to parents and legal guardians regardless of my consent.

\_\_\_\_\_  
*Signature of Student*

\_\_\_\_\_  
*Date*



## Dual Credit Student Checklist

☐ **MSU Application (*First-Time Students ONLY*)**

> Apply online at: [mayvillestate.edu/applynow](http://mayvillestate.edu/applynow)



☐ **Dual Credit Registration Form**

> Include the course title AND four digit course number.

> Make sure your parent signs this form.

☐ **FERPA Form**

> Make sure you sign this form.

☐ **High School Transcript**

> Your Principal or Counselor sends this to MSU.

☐ **Check your email EVERY DAY.**

> MSU will email you information you need.

> MSU Application for Admission and High School Transcript must be submitted by student enrolling for the first time for college credits at MSU

> College Math and College English students must achieve required placement scores (ACT or ACCUPLACER) for those courses and submit official documentation of these scores.

> High School students must hold 3.0 GPA or higher. Students may not register for more than 11 credits per semester.



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