

Cedar Valley College (CVC) Dual Credit / Concurrent Enrollment Checklist

Student Name _____

DCCCD ID _____

School _____

Term/Year _____

1. Dual Credit Form – “DCCCD High School Student Enrollment Form” (blue or black ink)

_____ Student, Parent, & Counselor Signatures

2. Cedar Valley Application (check all that apply)

_____ Completed Online application (Print and submit copy of ENTIRE acceptance letter)

_____ Student is currently enrolled in Dual Credit at Cedar Valley College – application not needed

_____ Copy of Student Social Security card signed & magnified 150%

_____ Copy of Student’s School/State picture ID magnified 150%

_____ Copy of Parent Picture ID magnified 150%

2.5. (AS NEEDED) Special Processing (check all that apply)

_____ Student’s Birth Certificate

_____ Student’s Permanent Residence Card front and back magnified 150%

_____ Student’s Employment Authorization Card magnified 150%

_____ Original Affidavit of Intent to become a Permanent Residence form

(Student ID left blank, must be notarized)

_____ Original Petition for Residency Change form with supporting documents

 ___ Last two years of Texas tax returns (form 1040 or IRS transcript; no W2)

 ___ Utility bills for 12 consecutive months (**Gas, Light or Electric only**)

 ___ Lease or rental agreement for 12 consecutive months

3. Official Transcript (only for new students or in the fall enrollment)

_____ Sealed envelope or directly from school counselor/registrar to Cedar Valley College

4. Test Scores (check all that apply)

_____ STARR - Confidential Student Report (CSR) or on official transcript

_____ ACT/SAT Official Score Report or on official transcript

_____ TSI Assessment

_____ TSI Alternate Exemptions: ACT Aspire, PSAT

_____ TSI Waiver

TSI Met Status (check all that apply): Math _____ Reading _____ Writing _____

5. Meningitis Vaccination Verification

_____ Bacterial Meningitis Vaccination Verification Form and/or copy of shot record

 Date of vaccination _____

_____ Conscientious Exemption Form (if applicable; submit with Verification Form)

_____ Dual Credit Off-Campus Exemption

6. Two-Page Parental/Guardian Letter of Permission

_____ Completed in blue or black ink with all relevant signatures

7. Minor Media Release

_____ Completed in blue or black ink with all relevant signatures