

Dual Enrollment Check Off List for Returning Students

- **Read and complete each step for registering for Dual Enrollment**
- **Without all the information requested your registration form will be considered incomplete and will not be accepted**

- Registration Form:** At the top of the page place a check mark that you are a returning student. Provide your name, social security number, address, phone numbers, email address and the name of your high school, private school, or home school. Fill in the class or classes you want to take with all the required numbers, class names, where you are taking the class, and sign and date at the bottom of the page.
- To **Qualify for the Lottery** you must have a 2.75 GPA. Your GPA is taken from college course work only.
- Lottery Deadlines, Registration and Confirmation:** The **Deadlines** are September 1st for fall, February 1st for spring, and May 1st for summer. You cannot register late because these sites are closed for registering after the deadline. NO EXCEPTIONS! You can **Register** for the lottery on either site then attach a copy of your **Confirmation** to the registration form: <https://egrands.guarantorsolutions.com/scholarshipapps/> or www.collegepaystn.com
- Tuition Balance Payment** can be made by credit card online through your CougarNet account, or by phone to the business department at 1-800-604-2722 ext 238. Cash payments can be made on any Cleveland State campus (Cleveland, Athens, or Vonore).
- If you **Do Not Want the Lottery** or if you are taking **Classes at Another College** and have used your \$300 lottery grant there please write this at the top of your registration form.
- ID's and Parking Permits** are required if you are taking classes on any of the Cleveland State campus's. **Parking permits** can be picked up at the front desk of the administration building on the main campus or the Athens/Vonore sites. A new parking permit is required at the beginning of each school year (August). **ID's** are made on the main campus in the fitness center.
- Read and sign the **Authorization Form** to release information to give your parents access to your records.

If you need assistance or have questions please call 423-614-8734 or 1-800-604-2722 ext 734

Cleveland State Community College
Dual Enrollment

**Authorization for Students
to
Disclose Academic Information to Parents**

In accordance with FERPA, the College will disclose to parents information from the academic records of a student provided the College has on file the written consent of the student. Please sign below if you consent for the College to release your educational records to your parents. Return this form with your required registration form.

Students Signature: _____ Date: _____

NOTE: You will not need to repeat this every semester only one is required.

_____ New

Returning _____

CLEVELAND STATE COMMUNITY COLLEGE DUAL ENROLLMENT SPRING 2010 REGISTRATION FORM

Name _____ Social Security _____

Address _____ City _____ Zip _____

Phone: Home _____ Cell _____ Email Address _____

What high school, private school, or home school do you attend? _____

	CRN	DEPT	COURSE	SECTION	COURSE TITLE	CREDIT HRS	DAYS & TIMES	CLASS LOCATION	Are you using your Lottery Grant at CSCC ?
	5555 (example)	BIOL (example)	1111 (example)	101 (example)	CLASS TITLE	03 (example)	MTWRF 8:00 – 8:55 (EXAMPLE)	HIGH SCHOOL OR CSCC	YES OR NO
1									
2									
3									
4									
5									
6									

To apply for the LOTTERY GRANT go to : <https://egrands.guarantorsolutions.com/scholarshipapps/> or www.collegepaystn.com. The DEADLINES are Sept 1st for Fall, Feb 1st for Spring, and May 1st for Summer. You CANNOT REGISTER LATE because these sites are closed after the deadline. NO EXCEPTIONS! The lottery pays \$300 per semester to one school only and \$600 a year.

TUITION BALANCE payments can be made by **credit card** on your CougarNet account, by phone through the business office (1-800-604-2722 ext 238), or **cash payments** can be made at any Cleveland State campus. Check the web site for dates and deadlines to **pay your balance**.

STUDENT'S SIGNATURE _____ DATE _____

PLEASE PRINT AND ATTACH YOUR GRANT CONFIRMATION TO YOUR REGISTRATION FORM