

REGISTRAR'S OFFICE – DUTCHESS COMMUNITY COLLEGE  
**PART-TIME EARLY ADMISSION APPLICATION FORM**

High school students who desire to enroll part-time (fewer than 12 credit hours) in courses offered by Dutchess Community College must complete this form with their high school counselor and present it at the time of College registration. A form must be submitted each semester that the student attends D.C.C. prior to high school graduation.

**I. TO BE COMPLETED BY STUDENT**

NAME \_\_\_\_\_ SOCIAL SECURITY# \_\_\_\_\_  
STREET \_\_\_\_\_ GRADE COMPLETED \_\_\_\_\_  
CITY \_\_\_\_\_ HIGH SCHOOL \_\_\_\_\_

As an **Early Admissions** student, I agree to the following:

1. I am responsible for ensuring that the courses I take at Dutchess Community College will fulfill my high school graduation requirements. I realize I must have the prerequisite knowledge for any course I begin. This includes a satisfactory score on the COMPASS test to begin ENG 101 or a given math course.
2. I am responsible for attending classes, completing required work and taking the initiative to seek assistance if needed. I understand that the college is not responsible for monitoring my attendance or completion of course work.
3. I authorize Dutchess Community College to release my Mid-Term and Final Grade Report to my high school.

X \_\_\_\_\_  
Student Signature

X \_\_\_\_\_  
Parent or Guardian Signature

**II. TO BE COMPLETED WITH THE HIGH SCHOOL GUIDANCE COUNSELOR**

- a) I have discussed with \_\_\_\_\_ his/her desire to enroll in part-time study at Dutchess Community College during the 20\_\_\_\_\_ semester. He/she understands how the high school will treat this college study in meeting high school graduation requirements.

Approved Course(s): \_\_\_\_\_

- b) Please indicate if the student will be at least 16 years of age and have completed grade 10 by the time he/she enrolls at D.C.C.:     Yes             No

X \_\_\_\_\_  
Counselor Signature

\_\_\_\_\_  
Date

**III. TO BE COMPLETED BY THE DEAN OF STUDENTS (FOR STUDENTS WHO WILL NOT BE 16 YEARS OLD AND WHO WILL NOT HAVE COMPLETED THE 10<sup>TH</sup> GRADE)**

I authorize the student above to enroll at Dutchess Community College.

X \_\_\_\_\_  
Dean of Student Personnel Services

\_\_\_\_\_  
Date