



Dual Credit/Dual Enrollment Class Registration Academic and Financial Information Release

(For office use only)
State Tech Student Number
Entered into CX By/Date Entered

STOP New State Tech dual credit/dual enrollment students must first complete the Dual Credit/Dual Enrollment Online Application at www.statetechmo.edu/dualcredit/apply_dual/.

Student Legal Name (Last, First, Middle)	Name of School
<input type="checkbox"/> Dual Credit <input type="checkbox"/> Dual Enrollment	
Major	Student Personal Email Address
	Student Phone # (with area code)

REGISTRATION

Semester and year of registration: Fall (August) Spring (January) Summer (May/June/July) Year 20_____

Course Number	Section	Course Title	Credit Hours	Begin/End Time	Location

Total Credit Hours: _____

- I, the student, understand that by signing this enrollment form,
 - I am responsible for all charges associated with these courses until I officially withdraw from the courses or the college by completing the appropriate paperwork in the Academic Records Office.
 - Credit earned at State Tech through the Dual Credit/Dual Enrollment Program is transferable to other colleges and universities according to their respective transfer policies. Not all classes transfer to every college or university. Students are encouraged to contact the Director of Admissions or Registrar at the college or university of their choice for questions regarding acceptance and transferability of credit courses. Students are also advised to determine how the Dual Credit/Dual Enrollment Credit Program credits are transferred.

Student Signature: _____ Date: _____

ACADEMIC AND FINANCIAL INFORMATION RELEASE

It is the practice of State Technical College of Missouri, in accordance with the Family Educational Rights and Privacy Act (FERPA), to withhold personally identifiable information contained in our students' academic and financial records unless the student has consented to disclosure or FERPA allows disclosure. Directory information may be disclosed to the public upon the discretion of the college. State Technical College of Missouri's definition of directory information includes the student's name, address, telephone number, date of birth, photograph, STC email address, major, general dates of attendance, degrees and awards received, expected graduation date, enrollment status (full-time or part-time), and high school(s)/GED attended. However, private information, including but not limited to grades, schedule, the number of credit hours in which a student is enrolled, and financial account information, may be released only with the written consent of the student. The Academic Records Office will not disclose any specific grade information, GPA, or specific course information over the telephone to anyone.

I give my approval to disclose only to the person(s) designated below information pertaining to my academic and/or financial records. I understand and agree that by signing this authorization, I am waiving my rights of nondisclosure of my records under the Family Educational Rights and Privacy Act (FERPA) as to the persons or entities specifically listed herein. I hereby release and hold State Technical College of Missouri harmless from any and all claims and liabilities that may arise from my instructions, including unauthorized viewing of my records by unintended recipients of mail or fax transmissions. This executed FERPA release form will be retained in my student records and will be effective until I notify State Technical College of Missouri, in writing, of a change.

Name: _____	Relationship: _____	Phone #: _____	<input type="checkbox"/> Financial Records
			<input type="checkbox"/> Academic Records
Name: _____	Relationship: _____	Phone #: _____	<input type="checkbox"/> Financial Records
			<input type="checkbox"/> Academic Records
Name: _____	Relationship: _____	Phone #: _____	<input type="checkbox"/> Financial Records
			<input type="checkbox"/> Academic Records

Please submit this form along with full payment of tuition to your high school or career center counselor.

Questions? dualcredit@statetechmo.edu or 573.897.5000