

## TMCC DUAL CREDIT STEPS FOR ENROLLMENT GENERAL INFORMATION

We are happy to hear you are interested in taking a dual credit class at TMCC. Your first step is to complete the TMCC Jump Start Program application at the following website: <https://www.tmcc.edu/steps-to-enroll/high-school/jump-start> Once you have completed and submitted the application, you should receive an email showing you have been accepted, along with your NSHE number.

After receiving your NSHE number, you will be able to look at the course offerings for Fall 2021 (should be on TMCC's website in early April) and decide which class(es) you would like to enroll in. It is very important to look at the pre-requisites and make sure you meet them prior to completing the enrollment form. Additionally, you will need to make sure the TMCC course you are interested in will "fit" with your Galena class schedule. Here is the link for the 'permission to enroll' form that you will need to complete to be enrolled into TMCC courses: <https://tmcc.ink/jumpstartform> When you are completing this form, please make sure you add your Galena counselor as your contact at Galena High School, as TMCC will need to email them for approval of your enrollment before you can actually enroll in the course.

\*\*Prior to choosing a course, please review the WCSO approved dual credit spreadsheet at the following website: <https://www.washeschools.net/Page/1976> The spreadsheet will help you determine what WCSO credits will be fulfilled with the TMCC course you wish to enroll in. For example, ENG 101 (TMCC) would fulfill 1.0 credit of English. Please remember: YOU are entirely responsible for all aspects of enrollment and registration with any TMCC course, and you are also responsible for adhering to all TMCC program deadlines and requirements (which may be different from Galena High School). Also, please remember that you are starting your "official" college transcript by taking any TMCC course- even while still enrolled in high school- and your final grade in the TMCC course will be reflected on both your TMCC college AND Galena High School transcript. Please do your best!