

# KILGORE COLLEGE DUAL CREDIT PROGRAM

## ENROLLMENT CHECKLIST

Submit the following:

- ❑ **Application for Admission** (*first-time students only*)  
[www.kilgore.edu](http://www.kilgore.edu) see: **Quick Links/Dual Credit**  
**Caution: There are seven screen pages before Application is complete!**
- ❑ **Test scores, if needed** (*first-time students only, unless re-testing to improve score*) see below!  
Test scores are mainly needed for academic courses. Most workforce courses do not require test scores.
- ❑ **Dual Credit Registration Form** (*new form required each semester*)

## **Pay tuition**

Tuition must be paid by the deadlines published in each semester's registration guide or classes will be dropped. Payment may be made at the Cashier's Office on the 1<sup>st</sup> floor of the Devall Student Center in Kilgore, the KC-Longview Office, or on-line through the AccessKC web portal at [www.kilgore.edu](http://www.kilgore.edu) . As a participant in the Kilgore College dual credit program, I acknowledge responsibility for any portion of tuition and fees not covered by my high school. I further authorize Kilgore College to communicate any outstanding balance directly to my parent/guardian/counselor via telephone, email or my mailing address.

## **Purchase textbooks** (*if not provided by your school*)

Books may be purchased at the Bookstore on the 1<sup>st</sup> floor of the Devall Student Center in Kilgore, on-line at [www.kcbookstore.com](http://www.kcbookstore.com), or at KC-Longview if the class is meeting there.

## DUAL CREDIT POLICY

***Policies are current as of the date of this revision. All policies are subject to change without notice to meet mandates of the Texas Higher Education Coordinating Board, Texas Education Agency, or the Texas Leg.***

1. To be eligible for enrollment in dual credit courses, students must be in grade nine or higher and demonstrate appropriate college readiness for the courses that are taken.
2. During the 16-week semester, dual credit students should take no more four classes, which could range from 12 to 16 hours. The maximum course load during a summer term is 8 semester hours for each term. Students may enroll in only one mini-term course at a time. Students who are employed, have family responsibilities, or involved in various extra-curricular activities are cautioned to consider carefully the course load they take. The student who is overly extended is likely to have scholastic difficulties. Students should contact the dual credit coordinator for permission to add hours above the maximum scholastic load mentioned above.
3. A student must meet all of the college's regular course prerequisites and demonstrate college readiness by achieving the minimum passing standards under the provisions of the Texas Success Initiative (TSI).
4. A student may neither enroll in a college level course in which he/she requires remediation nor take developmental classes at Kilgore College.
5. While taking courses through Kilgore College, the student must adhere to all college policies and regulations contained in the dual credit handbook, [College Catalog](#), [Student Handbook](#), [Registration Guide](#), and course syllabus.
6. General academic courses offered through the dual credit program are courses that are commonly required for either an associate's or bachelor's degree. Acceptance of credit by another institution, however, is left to the discretion of the receiving institution. As such, it is the student's responsibility to consult with their transfer institution to ensure all dual credit coursework will transfer appropriately.

## **Dual Credit eligibility requirements for academic courses and workforce education courses not included in a level 1 certificate program**

- **ACT: Prior to Feb 15, 2023:** Composite score of 23 with 19 on English for Reading and Writing and/or 19 on Math. **On or after Feb 15, 2023:** Combined score of 40 on the English and Reading (E+R) tests shall be exempt for both reading and writing or ELAR sections of the TSI Assessment. A score of 22 on the mathematics test shall be exempt for the mathematics section of the TSI Assessment. There is no composite score.
- **SAT:** 480 on Reading and Writing (EBRW) and/or a score of 530 on Math.
- **TSI Assessment standards: on or after January 11, 2021:** English, 945 or greater with an essay score of 5 or greater. If less than 945, Diagnostic Test Score of 5 or greater and an Essay Score of 5 or greater. Math, Score of 950 or greater. If less than 950, Diagnostic Score of 6. **Before January 11, 2021** Reading, 351; Writing, 340 with 4+ on essay or a score of less than 340, and an ABE Diagnostic level of at least a 4, and an essay score of at least a 5; Math: 350.
- **PSAT:** score of **460** on the Evidence-Based Reading and Writing (EBRW) test on a PSAT/NMSQT exam for Reading and Writing. For Math: A score of **510 on the Mathematics test** on a PSAT/NMSQT exam.
- **\*STAAR End-of-Course (EOC)**
  - a Level 2 score (4000) on the English II STAAR EOC
  - a Level 2 score (4000) on the Algebra I STAAR EOC and passing grade in Algebra II
  - a Level 2 score (4000) on the Algebra II STAAR EOC
  - a Level 2 score (4000) on the English III STAAR EOC

*Students must attend college within five (5) years from the date of their ACT, SAT and STAAR End-of-Course (EOC) test in order to use the scores for an exemption. ACT, SAT, and TSI Assessment tests are administered by Kilgore College testing centers. Contact the Kilgore College Testing Center at (903) 983-8215 or the Kilgore College-Longview Testing Center at (903) 236-2051 (TSI Assessment only).*

## **Eligibility requirements for workforce education courses in Level 1 Certificate programs: (excludes Corrosion Technology and Process Technology)**

- It is **STRONGLY RECOMMENDED** that students have passed the English II STAAR EOC in order to be successful in workforce education courses.
- Additional aptitude testing may be required for some programs to ensure that students have the skills necessary to be successful in the program.

**ADDITIONAL QUESTIONS MAY BE ANSWERED BY CONSULTING THE DUAL CREDIT WEBSITE and/or THE DUAL CREDIT ORIENTATION PAGE.**

<https://www.kilgore.edu/academics/dual-credit-for-high-school-students>

**CONTACT: Yvonne Bethune at 903-983-8114 or Sandy Teel at 903-236-2029 at Kilgore College.**

