

Application Package

Dual Credit Program

To avoid delays in processing your application, please ensure you:

- Complete the Application for Dual Credit Application
 - Read the FOIP and Declaration statement before signing the application
 - Have all parties sign the Dual Credit Permission and Agreement
 - Submit the Dual Credit Caution Fee Form and payment to school guidance counselor, payable to GPCSD (with note Caution Fee-Course Name)
 - Submit Statement of Marks and fill in courses you plan on taking
 - Pay the one-time Application Fee
 - Cheque payable to GPRC (attached to the GPRC application)
 - Visa/Cash - Call or Visit Student Services at GPRC
 - Forward the completed Application to your Guidance Counselor
- School must fill out Sponsorship Agreement and attach to application that is sent to GPRC Admissions

Name: _____

High School: _____

School Contact Person: _____

INSTRUCTIONS FOR COMPLETING APPLICATION

PERSONAL INFORMATION

Name:

Please print your full name carefully, as indicated. If you change your name you must notify the Student Services office.

Citizenship:

Please answer the questions to the best of your ability

Address:

Enter your permanent address only. Your address will be used for correspondence relating to admission and all subsequent correspondence from the college.

Emergency Contact:

To be used as an alternate contact in case of emergencies.

Other is VOLUNTARY DISCLOSURE

If applicable, please attach IEP, IPP or learning disability information to this application.

PREVIOUS EDUCATION

Have your high school counsellor or Principal fill in this section OR submit a complete statement of marks. Include all final and interim (midterm) marks for all classes taken in high school to date. *Ensure that courses taken in high school and those you anticipate taking are included in this report.*

PROGRAM PARTICULARS

Please indicate the Campus of your choice and/or method of delivery. Please indicate the course of choice and semester preferred. Please let us know the reasons you are applying to

1. dual credit
2. specifically this program and why this/these course(s)

If you need, attach a separate page.

GPRC Admissions Team will determine your eligibility for enrolment based on the information provided.

FOIP & DECLARATION STATEMENT

Please read this section completely before signing.



DUAL CREDIT PROGRAM PERMISSION AND AGREEMENT

Please read these sections completely and ensure all signatures are supplied.

Completed Applications with the dual credit agreement should be forwarded to your Guidance Counsellor

What Is Dual Credit?

High school students earn both high school and college credits for the same course. Generally, this means a college credit course taught by a college instructor with the involvement of a secondary school teacher and successfully completed by a high school student enrolled. The credits earned count as credit toward completion of a student's high school diploma and post-secondary credits that are recorded on their post-secondary transcript. Participating in *dual credit* enables a student to make substantial progress toward their college program before finishing high school.

What are the costs of taking Dual Credit courses?

Students are responsible for the one-time Application Fee, the Caution Fee agreed to with your school, as well as costs for textbooks or materials. Students will also be responsible for any transportation to and from class.

What are the benefits of taking Dual Credit courses?

Innovative. Helps students complete their high school requirements while making a successful transition to college and getting a head start on learning and training for their future career.

Convenience. Taught at the college, the high school campus or online depending on the arrangements made with the high school. Students are not always expected to commute to campus.

Student Success. Increases awareness of the various college pathways. Students acquire the greater insight and confidence to succeed academically and personally in college.

Mailing/Contact Information

Darlene MacDonald, Dual Credit Coordinator
GPRC
10726 106 Ave
Grande Prairie, AB T8V 4C4
dmacdonald@gprc.ab.ca
TEL: 780 539 2217



APPLICATION FOR DUAL CREDIT ADMISSION

For Office Use only
GPRC Student ID
Major

www.gprc.ab.ca
email studentinfo@gprc.ab.ca

Grande Prairie Regional College
Grande Prairie Campus 10726 106 Ave, Grande Prairie, AB T8V 4C4 Fax 780.539.2888
Fairview Campus PO Bag 3000, Fairview, AB T0H 1L0 Fax 780.835.6788

Toll Free 1.888.539.4772

A \$70 non-refundable application fee must accompany all domestic applications, \$140 for International applications. If you have previously applied to a credit program at GPRC no application fee is required.

PERSONAL INFORMATION (PLEASE PRINT CLEARLY)					
Alberta Learning Student ID Number					
www.learning.gov.ab.ca/learning/student-services/ASNLookup/					
Legal Surname/Last Name		First Name	Middle Name(s)	Preferred Name	Former Names (if any)
Birth Date	Gender	Citizenship Status			
Month Day Year	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> Canadian Citizen <input type="checkbox"/> Permanent Resident/Landed Immigrant <input type="checkbox"/> Student Visa <input type="checkbox"/> Work Visa			
Country of Birth		If not a Canadian Citizen, indicate your Country of Citizenship Date of Entry into Canada			
First Language Spoken		Month Day Year			
		Have you ever moved from another country to study in Canada? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, that country was _____			
Permanent Mailing Address					
Street/P.O. Box			City		
Province		Country	Postal Code		
Home phone ()	Cell phone ()	E-mail			
Emergency Contact					
Name		Phone Number ()			
Other					
Students with disabilities					
<input type="checkbox"/> I would like information about services for students with disabilities or serious health conditions.					
If so, how would you like us to contact you? <input type="checkbox"/> Telephone <input type="checkbox"/> Email					
Aboriginal Applicants					
If you wish to declare you are an Aboriginal person, please specify:					
<input type="checkbox"/> Status Indian/First Nations <input type="checkbox"/> Non-Status Indian/First Nations <input type="checkbox"/> Métis <input type="checkbox"/> Inuit					
<small>Alberta ADVANCED EDUCATION and TECHNOLOGY is collecting this personal information pursuant to section 33(c) of the FOIP Act as the information relates directly to and is necessary to meet its mandate and responsibilities to measure system effectiveness over time and develop policies, programs and services to improve Aboriginal learner success. For further information or if you have questions regarding the collection activity, please contact the Office of the Director, Business Operations and Reporting, Post-secondary Excellence Division, Alberta Advanced Education and Technology, 10155-102 Street, Edmonton AB, T5J 4L5, (780) 427-7145 or the Office of the Registrar at GPRC, (780) 539-2911.</small>					

PREVIOUS EDUCATION

Name of High School	City	Province
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I am in grade ____	Anticipated Graduation Date (mm/yyyy)
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You must **ATTACH** a **Statement of Marks** printed from PowerSchool that include past and current courses and you must fill out courses you expect to enrol in below:

Subject	Level	Expected Completion	Subject	Level	Year	Semester
EX: Math	30-2	June 2015				

APPLY ALBERTA TRANSCRIPT AUTHORIZATION

I hereby authorize Grande Prairie Regional College to obtain high school transcripts from Alberta Education or transcripts from participating *Apply Alberta* institutions on my behalf, where required, and available, and further, I authorize the College to obtain or verify my Alberta Student Number, where necessary.

Applicant's Signature

X

PROGRAM PARTICULARS

Campus Location Grande Prairie Fairview Hinton/Edson Distance Other _____

Requested courses

Fall Semester (Sept.-Dec.)

Course(s): _____(and section)

Winter Semester (Jan.-Apr.)

Course(s): _____(and section)

Spring Semester (May-June)

Course(s): _____(and section)

What are your reasons for applying for this course/program?

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY (FOIP)

The personal information collected on this form and any other personal information collected and maintained as part of a student's record will be used for the purposes of admission, registration, issuing income tax receipts, scholarships and awards, convocating, sending educational information and for college research and planning. Certain personal information will also be disclosed to Statistics Canada as required by the Statistics Act (Canada), Alberta Learning to meet reporting requirements, and by agreement, to the Students' Association and Alumni. This information is collected pursuant to the Colleges Act and Statistics Act (Canada). The information provided will be protected under the Freedom of Information and Protection of Privacy Act of Alberta.

DECLARATION OF APPLICANT

I certify that the particulars furnished on this application are true and complete in all respects and that no relevant information has been withheld.

I agree, if admitted to Grande Prairie Regional College, to comply with the regulations of the College.

If admitted to a collaborative program, I will abide by the rules and regulations of the collaborating institutions. I also authorize Grande Prairie Regional College to exchange my records with collaborating institutions.

I am aware of any pre-requisite or co-requisite coursework that is associated with my dual credit opportunities. I understand that if I am unsuccessful in my co-requisite that my grade may be withheld until the successful completion of the co-requisite.

The College reserves the right to refuse admission or cancel any admission ruling.

Applicant's Signature

X

Date of Application _____

FOR OFFICE USE ONLY

Receipt Date

Initials

Receipt #

DUAL CREDIT PROGRAM PERMISSION AND AGREEMENT

STUDENT

By signing this agreement, I acknowledge my understanding that I am enrolled in a college-level course and that my work will be graded according to the same standards applied to college students. I understand that the final grade earned in this course will be entered into my permanent record at GPRC. As a GPRC dual credit student I understand and agree to the following:

- Attend classes and be punctual. To contact my instructor if I will be absent or late.
- Attend all classes as scheduled. Class schedule will be available from my instructor/ academic advisor or accessible on my GPRC account.
- Meet program homework and study expectations/ recommendations as set out by academic advisors and academic staff.
- Responsible for transportation to and from class.

I understand that I may withdraw from GPRC at any time by submitting a completed Withdraw form and after having spoken with my GPRC academic advisor and school guidance counselor. This form must be submitted to Student Services at GPRC. A "W" will be assigned to the course in the current registration period providing the deadline to withdraw has not passed (please see important dates). Withdrawals processed past the deadline to withdraw from courses will result in a failing "WF" grade.

In signing this application, I agree to abide by the regulations governing study with GPRC. I understand that I can access the full listing of policies and procedures at www.gprc.ab.ca. In accordance with the *Freedom of Information and Protection of Privacy Act*, RSA 2000 c. F-25 ("FOIP"), I authorize GPRC to disclose attendance, progress and marks to my school and School Division for the Academic Year that I am registered.

Name Printed

Signature

Date

PARENT/GUARDIAN

I give my permission for the above named student to participate in the GPRC Dual Credit Program, with the knowledge and understanding of the rigor of post-secondary study and the expectations of attendance, as well as the understanding that the student's first priority is his/her high school completion. I also understand that we are responsible for any necessary transportation to and from class.

I know that we will incur extra costs related to the purchase of textbooks and material fees. I also know that Grande Prairie and District Catholic Schools charges a "Caution Fee" of \$300.00 (payable in advance) prior to this registration being submitted by the school guidance counselor. This fee is refunded upon successful completion of the dual credit course.

Name Printed

Signature

Date

PRINCIPAL & SCHOOL GUIDANCE COUNSELOR

I acknowledge that the above named student has permission from the high school to participate in the Dual Credit Program on GPRC campuses, having the expected qualifications, academic standing, and capacity for success, whereby the student is nearing completion of his/her high school academics and will be able to timetable and attend registered classes at both GPRC and high school during the duration of their studies. I also acknowledge that the caution fee has been sent to GPCSD central office for deposit into the Caution Fee account.

Name Printed

Position

Signature

Date

Name Printed

Position

Signature

Date
