



Warren Consolidated Schools
2011-12 Board of Education
 I. Susan Kattula, *President*
 Brian White, *Vice President*
 Elaine G. Martin, *Secretary*
 Susan M. Jozwik, *Treasurer*
 Loretta A. Crow, *Trustee*
 Megan E. Papasian-Broadwell, *Trustee*
 Clifford Terry, *Trustee*

Office of Curriculum and Instruction

31300 Anita * Warren, Michigan 48093 * (586) 698-4120

Brian J. Walmsley, Ed.S.
 Chief Academic Officer

Kathy J. Papak
 Administrative Assistant

Robert D. Livernois, Ph.D.
 Superintendent

2011-12 DUAL ENROLLMENT WORKSHEET

STUDENT DEMOGRAPHIC INFORMATION

<input type="text"/>	<input type="text"/>	<input type="text"/>
<i>Student's First and Last Name</i>	<i>Grade</i>	<i>Student Number</i>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<i>Address</i>	<i>City</i>	<i>Zip Code</i>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<i>School</i>	<i>Home Telephone</i>	<i>Social Security Number</i>

Checklist for Eligibility

1.) Has the Student met graduation requirements? Yes No *Proceed only if answer to this question is NO.*

2.) Is student enrolled in at least one course at WCS? Yes No *Proceed only if answer to this question is YES.*

3.) Eligibility Test Taken

Assessment/Test Section	Content Area	Minimum Score	Student Score	Qualified?		
				Yes	No	
PSAT/Critical Reading	Reading	44	<input type="text"/>	<input type="text"/>	Yes	No
PSAT/Writing Skills	Writing	49	<input type="text"/>	<input type="text"/>	Yes	No
PSAT/Mathematics	Mathematics	45	<input type="text"/>	<input type="text"/>	Yes	No
PLAN/Mathematics	Mathematics	18	<input type="text"/>	<input type="text"/>	Yes	No
PLAN/Reading	Reading	17	<input type="text"/>	<input type="text"/>	Yes	No
PLAN/Science	Science	19	<input type="text"/>	<input type="text"/>	Yes	No
PLAN/English	English	21	<input type="text"/>	<input type="text"/>	Yes	No
ACT/Mathematics	Mathematics	18	<input type="text"/>	<input type="text"/>	Yes	No
ACT/Reading	Reading	17	<input type="text"/>	<input type="text"/>	Yes	No
ACT/Science	Science	19	<input type="text"/>	<input type="text"/>	Yes	No
ACT/English	English	21	<input type="text"/>	<input type="text"/>	Yes	No
MME/Reading	Reading	1100	<input type="text"/>	<input type="text"/>	Yes	No
MME/Writing	Writing	1100	<input type="text"/>	<input type="text"/>	Yes	No
MME/Mathematics	Mathematics	1100	<input type="text"/>	<input type="text"/>	Yes	No
MME/Science	Science	1100	<input type="text"/>	<input type="text"/>	Yes	No
MME/Social Studies	Social Studies	1100	<input type="text"/>	<input type="text"/>	Yes	No



388.512, Sec. 3 (1d) “Eligible course” means a course offered by an eligible postsecondary institution that is not offered by the school district in which the eligible student is enrolled, or that is by the school district but is determined by the board of the school district to not be available to the eligible student because of a scheduling conflict beyond the eligible student’s control; that is an academic course not ordinarily taken as an activity course; that is a course that the postsecondary institution normally applies towards satisfaction of degree requirements; that is not a hobby craft or recreational course; and that is in a subject area other than physical education, theology, divinity, or religious education.”

4a.) 1st Post-Secondary Course desired:

Course Title:	<input type="text"/>	Student must choose one of the following options:
Course Number:	<input type="text"/>	<input type="checkbox"/> Credit and grade on HS transcript
Number of Credits:	<input type="text"/>	<input type="checkbox"/> Credit but no grade on HS transcript
Post-Secondary Institution:	<input type="text"/>	<input type="checkbox"/> No credit or grade on HS transcript
Class Location:	<input type="text"/>	<input type="checkbox"/> Student’s Initials
Semester: Fall, Winter, Spring*:	<input type="text"/>	<input type="checkbox"/> Parent’s Initials

* Spring semester classes must meet 50% or more during the WCS school year.

Is this an eligible course?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If NO, stop here-course not eligible
Is this course offered at WCS?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If YES, proceed to next question.
Is there a schedule conflict?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If NO, stop here-course not eligible

4b.) 2nd Post-Secondary Course desired:

Course Title:	<input type="text"/>	Student must choose one of the following options:
Course Number:	<input type="text"/>	<input type="checkbox"/> Credit and grade on HS transcript
Number of Credits:	<input type="text"/>	<input type="checkbox"/> Credit but no grade on HS transcript
Post-Secondary Institution:	<input type="text"/>	<input type="checkbox"/> No credit or grade on HS transcript
Class Location:	<input type="text"/>	<input type="checkbox"/> Student’s Initials
Semester: Fall, Winter, Spring*:	<input type="text"/>	<input type="checkbox"/> Parent’s Initials

* Spring semester classes must meet 50% or more during the WCS school year.

Is this an eligible course?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If NO, stop here-course not eligible
Is this course offered at WCS?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If YES, proceed to next question.
Is there a schedule conflict?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If NO, stop here-course not eligible

4c.) 3rd Post-Secondary Course desired:

Course Title:	<input type="text"/>	Student must choose one of the following options:
Course Number:	<input type="text"/>	<input type="checkbox"/> Credit and grade on HS transcript
Number of Credits:	<input type="text"/>	<input type="checkbox"/> Credit but no grade on HS transcript
Post-Secondary Institution:	<input type="text"/>	<input type="checkbox"/> No credit or grade on HS transcript
Class Location:	<input type="text"/>	<input type="checkbox"/> Student’s Initials
Semester: Fall, Winter, Spring*:	<input type="text"/>	<input type="checkbox"/> Parent’s Initials

* Spring semester classes must meet 50% or more during the WCS school year.

Is this an eligible course?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If NO, stop here-course not eligible
Is this course offered at WCS?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If YES, proceed to next question.
Is there a schedule conflict?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If NO, stop here-course not eligible



5.) Calculation of Tuition to be paid by Warren Consolidated Schools

LINE A: Enter the state portion of the student’s foundation allowance for the 2010-11 school year. (Source: State of Michigan 2009-10 State Aid Financial Status Report, dated 08/20/10; 20j funding subtracted from Total Foundation Allocation.)

\$ 6,593.66

LINE B: Divide the amount on **Line A** by two (2) to determine the revenue per student, per semester. Enter this amount on **Line B**.

\$ 3,296.83

Line C: To determine the proportion of time a student attends the college per semester, create a fraction. The numerator is the total number of courses the student is enrolled in at the college. The denominator is the total number of both Warren Consolidated Schools and college courses enrolled in by the student. Enter this fraction on **LINE C**.

Example: 2 courses enrolled at college and four courses enrolled in at WCS high school equals 6 total enrolled courses or 1/3.

LINE D: Multiply the fraction on **LINE C** by the revenue per student, per semester (**LINE B**) to determine the amount that will be available for college courses. Enter this amount on **LINE D**.

LINE E: Subtract the amount available for college courses (**LINE D**) from **LINE B** (the foundation allowance per student, per semester). The remainder will remain in the district. Enter this amount on **Line E**.

*Warren Consolidated Schools district is responsible for the lesser amount shown in **BOX 1** or **BOX 2**. Should this amount be greater than the State funds that are available, please contact the Chief Academic Officer for authorization.*

BOX 1: Enter the amount from **LINE D** in **BOX 1**.

BOX 2: Enter the total amount of tuition AND fees (registration fees, materials fees, and mandatory course fees) for the college course(s) in **BOX 2**.

MACOMB COMMUNITY COLLEGE REFUND POLICY

- 1) **REFUNDS:** “A student who properly withdraws from a class before midnight EST of the 7th calendar day from the start of class shall be entitled to a 100% tuition and course fee refund.” “Non-payment or non-attendance does not constitute proper withdrawals and student will be held financially responsible.”

(Note: The entire Refund policy is found on page 14 of the paper schedule)

- 2) Beginning with the Winter 2011 term, Students who do not pay their outstanding balances and are sent to a collection agency will be assessed the collection agency fees. These fees start at 33% of their outstanding balance.

Please note: If a student signs up for a class that was not approved by his/her high school and the seven (7) days have passed for withdrawal that student is responsible for the tuition and course fees for that class.

Student’s Signature:

Date:



Parent's Signature:	Date:
Counselor's Approval:	Date:
Principal's Approval:	Date:
Chief Academic Officer's Approval:	Date:

This original form, along with a completed copy of the *Early Admissions Application /Update Form*, must be submitted to the Office of Curriculum and Instruction. Upon approval, a letter to the Postsecondary institution shall be provided to the student by the building principal/administrator authorizing the student's dual enrollment under the Postsecondary Enrollment Options Act, Act 160 of 1996. Tuition will be billed to Warren Consolidated Schools, Office of Curriculum and Instruction, by the Postsecondary Institution up to the amount calculated above.

