




Dear High School Student and Parent/Guardian:

NDSCS is providing you an opportunity to receive college credit for the classes you take while in high school. Taking college courses now allows you to get an early start on your college education and can offer you additional flexibility in your course schedule when you become a full-time college student.

Application for Admission/High School Transcript: If you have never taken a class with NDSCS or have had a lapse in enrollment, you will need to Apply for Admission to NDSCS and send your high school transcript electronically. A minimum of a 2.0 high school GPA is required to enroll. Send a copy of ACT scores to the admission office if taking an English Composition or Math class. If you do not have ACT scores, you will need to schedule a placement test. (Required ACT scores—18 English & Reading, 21 Math)

There is no application fee for dual credit courses for spring 2023—Thank you to the NDSCS Alumni Foundation!



1. How to apply: Log into the **Student’s PowerSchool** —> click on the  icon to go to the ND EdPortal —> click on the tab with the student’s name to view these tabs.

Click on the ND College Application tab to complete the **NDSCS** Application for Admission—> once you apply, your high school transcript will automatically be sent to NDSCS. **Allow 1-3 business days for processing.*

2. After you apply: students will receive an email (to the email address listed on the application) with instructions to claim their account, enroll in classes online, pay your bill online, and complete the FERPA form (this allows NDSCS to speak to parents/guardians/school officials about academic and financial records).

3. Course Registration: Students will register for dual credit classes on Campus Connection (see instructions included).

**Use the QR code at the bottom of this letter for the list of classes you can take through your high school.*

Schedule changes/Drop a class: Log into Campus Connection—> Click on Manage Classes —> Click on Drop Classes —> Select the class you want to drop. **If it is the only class you are registered for, then please contact the Dual Credit Office directly for assistance.* **Refund schedules for Dual Credit:** www.ndscs.edu/dualcredit

Tuition and Fees (2022-2023):

Subsidized— Courses taught by an approved high school instructor—\$89.43 per college credit

Unsubsidized—Courses taught by NDSCS instructors delivered via ITV/IVN, online, or at NDSCS Wahpeton/Fargo \$153.96 per college credit.

The BND Dual Credit Assistance Application can be found at www.ndscs.edu/dualcredit (applies to students attending a North Dakota high school, and qualify for free/reduced lunch).

****Please note: Students CANNOT enroll in a spring semester class if tuition from a previous semester has not been paid in full.**

**Transferability of classes: you need to check with the institution where you plan to attend after high school graduation.*

If you have any questions about the registration process please contact the Dual Credit Office at ndscs.dualcredit@ndscs.edu and we would be happy to assist.

We look forward to having you as an NDSCS student!

Sincerely,

Dawn and Missy

NDSCS Dual Credit Office

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FAQ’s www.ndscs.edu/dualcredit