

West Kentucky College Academy

To enroll in dual credit courses at WKCTC, you must complete and return this form to:

West Kentucky College Academy Director, Lorry Beth Wilson, 4810 Alben Barkley Drive, Paducah, KY 42001;
lorrybeth.wilson@kctcs.edu – phone 270-534-3117; fax 270-554-6295 (Please print below)

KCTCS ID (nine digit ID from WKCTC application)		High School	Counselor's Name	Graduation Year
Last Name	First Name	Middle Name	Date of Birth (MM/DD/YYYY)	
Mailing Address:			City, State, Zip:	
Student Email Address:			Student Phone #:	
Parent/Guardian Name:		Parent Email:	Parent Phone #:	
Why are you taking college courses?		What career area do you plan to pursue?	College Choice:	

Please do not leave the last questions blank and please do not write “**Undecided, Unknown, I Don’t Know, Etc.**”.
 Helping you choose courses that meet program area requirements depends on this information.

Student and Parent/Guardian Responsibilities:

1. Complete the WKCTC online application and the West Kentucky College Academy online application: <http://www.westkentucky.kctcs.edu>
2. Achieve benchmark scores before course enrollment. Courses require varying benchmark scores, please review website for additional information.
3. Authorize WKCTC to obtain high school transcripts and test scores, to furnish high school with any and all information pertaining to academic record while enrolled at WKCTC as a West Kentucky College Academy student.
4. Understand that enrollment in college course(s) exists only if student name appears on college course roster and student is required to confirm enrollment.
5. Read and abide by course syllabus, understand deadlines and due dates which are imperative to meet in order to achieve college grade desired.
6. Earn a 3.0 College GPA or higher for continuous eligibility in College Academy, KEES, FAFSA, and/or Scholarship monies.
7. Abide by and uphold all federal and state laws, county and municipality ordinances, and the rules, regulations, policies, and procedures of WKCTC.
8. Pay for course tuition, fees, books, etc. – Contact WKCTC Business Office for financial information – 270-534-3152

Satisfactory Academic Progress (SAP) applies to all students with previous college coursework. Taking college credit as a high school student may affect your financial aid eligibility in the future based on the following federally mandated standards:

-Pass 67% of credit hours attempted -Maintain a 2.0 GPA or higher -Have not attempted over 150% of credit hours required for program

KEES regulations require a student to be “on track” to graduate (KRS 164.7881). If you maintain a 3.0 cumulative GPA, you will receive full KEES award.

WKCTC will complete the following table after advising session with student.

Benchmark Scores	ACT:	COMPASS:	Other:		
Course Name/Catalog Number	Course Number	Day	Time	Faculty	Enrolled
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>

Additional information needed: _____ **Advisor Initials:** _____

I authorize my parent/guardian and high school to obtain information regarding academic records (permission ends upon student’s high school graduation):

Student Signature: _____ **Date:** _____

Parent/Guardian – I have read and agree to the terms of this application. I hereby grant approval for my son/daughter/legal ward to enroll in WKCTC course(s) as a West Kentucky College Academy student while currently enrolled in high school. I understand and agree to pay any fees or tuition related to the course(s) that my student enrolls in. I accept full responsibility for any and all personal matters such as transcript, financial arrangements, etc.

Parent/Guardian Signature: _____ **Date:** _____

Degree, diploma, and certificates cannot be awarded until student has earned high school diploma or GED.

Revised January 2017



WKCTC is an equal educational and employment opportunity institution.