

# Dual Enrollment Application: High School Connections



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## APPLICATION MUST BE TYPED

### A. Personal Information (Must Be Completed)

Admission using this application does NOT constitute permanent or regular admission to this college.

Full Legal Name: (Print) \_\_\_\_\_

First

Middle

Last

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ County: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email Address (*personal not school*): \_\_\_\_\_

\*Social Security Number: \_\_\_\_\_ Date of Birth (*mm-dd-year*): \_\_\_\_\_ Place of Birth: \_\_\_\_\_

*\*We ask that you voluntarily provide this number, which permits the school to distinguish between individuals of the same or similar names. This is especially important should you request a transcript at a later date or wish to be considered for financial aid. You will not be penalized should you decline to provide your social security number.*

Country of Citizenship (Example: USA): \_\_\_\_\_

If not U.S., are you a permanent resident alien of the U.S.?  Yes  No

### B. Academic Information (Must Be Completed)

Applying for which term:  Fall  Spring  Summer Year: \_\_\_\_\_

Have you previously taken University or High School Connection courses with MSUB Yes  No

Name of High School (if home school student, enter "Home School"): \_\_\_\_\_

City: \_\_\_\_\_ County: \_\_\_\_\_

Expected High School Graduation Date \_\_\_\_\_ or Expected Home School Completion Date: \_\_\_\_\_

### C. Statistical Information

Montana institutions of higher education using this application do not discriminate in admission or the provision of services nor employment policies on the basis of race, gender, national origin, marital status, creed, religion, color, age or physical or mental handicap. Providing the following information requested by this section is voluntary and the information provided is for statistical analysis only.

1. Gender:  Male  Female

2. Have either of your parent(s) or guardians(s) completed a bachelor's degree  Yes  No  Unsure

3. Ethnicity:  Hispanic or Latino  Not-Hispanic or Latino

4. Indicate all races that apply among the following:

White

American Indian or Alaska Native (specify primary tribal affiliation and reservation) \_\_\_\_\_

Black or African American Asian (specify country of origin) \_\_\_\_\_

Native Hawaiian or other Pacific Islander (please specify) \_\_\_\_\_

Other (please specify) \_\_\_\_\_

### D. Safety and Security (Must Be Completed)

An affirmative response to any of these questions will not automatically prevent admission, but you will be asked to provide additional information. This information will be reviewed by a campus committee to ensure campus safety. Any falsification or omission of data may result in a denial of admission or dismissal.

A felony in Montana State law is defined as a crime for which more than one year in prison may be imposed.

Have you ever been convicted of a felony (please include instances of deferred sentencing)?  Yes  No

Have you been required to register as a sexual or violent offender?  Yes  No

Have you ever been subjected to court-ordered confinement for threatening or causing physical or emotional injury to persons or property?  Yes  No

Suspension is defined as a sanction imposed for disciplinary reasons that results in a student leaving school for a fixed time period, less than permanently. Dismissal from a college for disciplinary reasons is defined as permanent separation from an institution of higher education on the basis of conduct or behavior.

Have you been dismissed, suspended from, or placed on probation at any educational institution for non-academic reasons?  Yes  No

## REGISTRATION FORM FOR HIGH SCHOOL

This Dual Enrollment registration form must be submitted each term, for dual credit and all other early college credit, and must be completed by the student and signed by all appropriate parties.

### Approved Course Selection (Must Be Completed)

- Students must satisfy all course prerequisites and provide placement test scores where needed. Registration cannot be processed unless documentation of scores is attached or on file at the MSU Billings/City College.
- All students using this registration form will follow the MSU Billings/City College's official timelines, catalog, policies and procedures.

**HC (High School Connections) courses are offered for both high school and college credit and are taken at your high school**

Course #	Course Title	Instructor	Credits	School

*Note: College credits are not equivalent to high school credits. Only the high school has authority to award high school credit, as well as determine the number of credits given for college credits taken.*

### Approval (Must Be Completed)

I hereby certify that to the best of my knowledge the foregoing information is true and complete without evasion or misrepresentation. I understand that if it is later found otherwise, it is sufficient cause for rejection or dismissal. If my application for admission is approved, I agree to abide by the present and future rules and regulations, both academic and nonacademic, and the scholastic standards of the appropriate institution, its colleges, schools, departments and institutes, including but not limited to those rules, regulations and standards stated in the catalog. I further acknowledge that if I fail to adhere to these regulations or meet these requirements, my registration may be canceled.

Student Signature: \_\_\_\_\_ Date \_\_\_\_\_

\*Parent/Guardian approval for students under 18 indicates acceptance of obligation for payment of the courses taken.

\*Parent/Guardian Signature (if student in under 18): \_\_\_\_\_ Date \_\_\_\_\_

\*\*The undersigned high school official hereby certifies that the student meets the requirements for University or High School Connections, is enrolled at a Montana high school accredited by the Board of Public Education.

\*\*High school counselor/principal Signature: \_\_\_\_\_ Date \_\_\_\_\_

Notice of Nondiscrimination: It is the policy of the Office of the Commissioner of Higher Education that there will be no discrimination or harassment on the grounds of race, color, sex, marital status, religion, national origin, age, sexual orientation, or disability in any educational programs, activities, or employment. Persons having questions about equal opportunity and nondiscrimination should contact the Office of the Commissioner of Higher Education MOA Coordinator at [kwicks@montana.edu](mailto:kwicks@montana.edu).

**MSUB Annual Security and Fire Safety Report: [www.msubillings.edu/future/asfsr/index.htm](http://www.msubillings.edu/future/asfsr/index.htm)**