



**2026-2027 DUAL ENROLLMENT/EARLY COLLEGE
PERMISSION AND REGISTRATION FORM**

I. STUDENT PERMISSION AND REGISTRATION

Name of Student

**Name of High School or
Home School Association**

SEMESTER(S) STUDENT PLANS TO ENROLL IN DUAL ENROLLMENT CLASSES

Fall 2026 _____ Spring 2027 _____ Summer 2027 _____

In which grade will you be enrolled during the semester you begin taking SCC classes? (Check one of the following):

Grade 9 _____ Grade 10 _____ Grade 11 _____ Grade 12 _____

I understand and authorize the following:

- I authorize Spartanburg Community College (SCC) to enroll me in college courses.
- I understand that I will be registered based on the information available to my College advisor at the time of registration and that I am ultimately responsible for courses I choose to enroll in.
- I understand that my final course grades will be entered on my SCC transcript. If I enroll at SCC after high school graduation, all courses attempted (including dual enrollment courses) will count in the evaluation of satisfactory academic progress and may affect my future financial aid eligibility.
- I understand that if I need to withdraw from any course(s), it is my responsibility to notify the Early College/Dual Enrollment Department or appropriate College advisor in order to follow the College-approved steps to withdraw from courses. Class abandonment or notifying my high school guidance counselor about withdrawing from courses does not constitute official SCC course withdrawal. Instructors are also not allowed to withdraw college students from classes, even if they are no longer attending. Lack of notification will result in academic and financial penalties.
- I understand that if I need accommodations for disability, I am required to contact the office of Student Disability Services (<https://www.sccsc.edu/students/sds/> or 864-592-4818) and go through the intake and registration process before any accommodations can be granted. Students' 504 or IEP accommodations are not shared with transcripts or other academic records and can only be shared by the student who must lead the interactive registration process.

Signature of Student

Date

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II. PARENTAL PERMISSION

_____ has my permission to enroll in college courses at Spartanburg Community College.

I understand and authorize the following:

- I authorize the College to release to the designated High School a copy of my child's grades. I understand that my consent for release of grades will remain in effect unless I submit a written request to the SCC Office of Student Records to discontinue the release.
- I agree to the terms and conditions as outlined in the Student Financial Responsibility Agreement attached to this form as Exhibit A.
- I understand that if my student subsequently enrolls at SCC after high school graduation, all courses attempted will count in the evaluation of satisfactory academic progress and may affect financial aid eligibility.
- I understand that my student will be registered based on the information available to the College counselor at the time of registration and that the student and his/her family are responsible for approving the courses my student enrolls in.
- I understand that if my student needs accommodations for disability, he/she is required to contact the office of Student Disability Services (<https://www.sccsc.edu/students/sds/> or 864-592-4818) and go through the intake and registration process before any accommodations can be granted. Students' 504 or IEP accommodations are not shared with transcripts or other academic records and can only be shared by the student who must lead the interactive registration process.
- I understand that it is our responsibility to determine the transferability of individual courses to colleges other than those in the South Carolina Technical College system.
- I grant permission to Spartanburg Community College to use any/all information on this form, including my child's photograph, video image, or likeness, in any and all promotional activities, marketing, or activities by the College. I agree to release their image and likeness for commercial use.

Signature of Parent or Legal Guardian

Date

III. HIGH SCHOOL AND CAREER/TECHNOLOGY CENTER PERMISSION

Please indicate the appropriate permission level below: This student is using a 3.0 or higher High School GPA to establish eligibility in lieu of ACCUPLACER placement assessment.

Yes _____ No _____

LIMITED

_____ The above-named student has permission to enroll in the Spartanburg Community College (SCC) courses listed below. Please refer to current SCC Catalog to identify courses using SCC course codes (examples: ENG 101, MAT 110, SPC 205, AHS 102).

COURSE CODES _____

OPEN

_____ The above-named student has permission to enroll in any course that meets dual enrollment/early college criteria provided that high school and SCC prerequisites are met, eligibility is established through assessments, and courses fit into the student's high school class schedule.

**Signature of High School/Career/Technology Center
Home School Association Representative or Designee**

Date

Spartanburg Community College does not discriminate on the basis of race, color, religion, sex, national origin, ethnic origin or disability in its admissions policies, programs, activities or employment practices.

Exhibit A

Student Financial Responsibility Agreement

Payment of Fees/Promise to Pay

I understand when I register for any class at Spartanburg Community College or receive any service from Spartanburg Community College, I accept full responsibility to pay all tuition, fees, and other associated costs assessed as a result of my registration and/or receipt of services. I further understand and agree my registration and acceptance of these terms constitutes a contractual agreement (i.e., a financial obligation in the form of an educational loan as defined by the U.S. Bankruptcy Code at 11 U.S.C. §523(a)(8)) in which Spartanburg Community College is providing me educational services, deferring some or all of my payment obligation for those services, and I promise to pay for all assessed tuition, fees, and other associated costs by the published or assigned due date. I understand and agree if I drop or withdraw from some or all of the classes for which I register, I will be responsible for paying all or a portion of tuition and fees in accordance with the published tuition refund schedule at [Click Here](#). I have read the terms and conditions of the published tuition refund schedule and understand those terms are incorporated herein by reference. I further understand my failure to attend class or receive a bill does not absolve me of my financial responsibility as described above.

Delinquent Account/Collection

Financial Hold: I understand and agree if I fail to pay my student account bill or any monies due and owing Spartanburg Community College by the scheduled due date, Spartanburg Community College may place a financial hold on my student account, preventing me from registering for future classes or receiving my diploma.

Collection Agency Fees: I understand and accept if I fail to pay my student account bill or any monies due and owing Spartanburg Community College by the scheduled due date and fail to make acceptable payment arrangements to bring my account current, Spartanburg Community College may refer my account to a collection agency. If Spartanburg Community College refers my account balance to a third party for collection, whether an attorney or collection agency, I will be responsible for any costs (including but not limited to collection fees) associated with attempting to collect the monies due and owing. I understand a collection fee will be assessed and will be due and owing in full at the time of the referral to the third party. The collection fee will be calculated at the maximum amount permitted by applicable law, but not to exceed 25% of the outstanding amount. For purposes of this provision, the third party may be a debt collection company or an attorney. If a lawsuit is filed to recover an outstanding balance, I will also be responsible for any costs associated with the lawsuit such as court costs, attorney's fees, or other applicable costs. Finally, I understand my delinquent account may be furnished to one or more of the national credit bureaus.

Communication

Method of Communication: I understand and agree Spartanburg Community College uses e-mail as an official method of communication with me, and I am responsible for reading the e-mails I receive from Spartanburg Community College on a timely basis.

Contact: I authorize Spartanburg Community College and its agents and contractors to contact me at my current and any future mobile/cellular phone number(s), email address(es) or wireless device(s) regarding my delinquent student account(s)/loan(s), any other debt I owe to Spartanburg Community College, or to receive general information from Spartanburg Community College. I authorize Spartanburg Community College and its agents and contractors to use automated telephone dialing equipment, artificial or pre-recorded voice or text messages, and personal calls and emails in their efforts to contact me.

Furthermore, I understand that I may withdraw my consent to call or text my cellular telephone using automated telephone dialing equipment by submitting a clear revocation request to Spartanburg Community College or to the applicable contractor or agent contacting me on behalf of Spartanburg Community College.

Updating Contact Information: I understand and agree that I am responsible for keeping Spartanburg Community College records up to date with my current mailing address, email addresses, and phone numbers by following the procedure at [Click Here](#). The linked procedure is incorporated herein by reference. Upon leaving Spartanburg Community College for any reason, it is my responsibility

to provide Spartanburg Community College with updated contact information for purposes of continued communication regarding any amounts that remain due and owing to Spartanburg Community College.

Financial Aid

I understand aid described as “estimated” on my Financial Aid Award does not represent actual or guaranteed payment. I understand it is an estimate of the aid I may receive if I meet all requirements stipulated by that specific aid program. I understand my Financial Aid Award is contingent upon my continued enrollment and attendance in each class upon which my financial aid eligibility was calculated. If I drop any class before completion, I understand my financial aid eligibility may decrease and some or all of the financial aid awarded to me may be revoked.

If some or all of my financial aid is revoked because I dropped or failed to attend a class, I agree to repay all revoked aid disbursed to my account and resulted in a credit balance refunded to me.

I agree to allow financial aid I receive to pay any and all charges assessed to my account at Spartanburg Community College such as tuition, fees, student health insurance, parking permits, service fees, fines, bookstore charges, or any other amount, in accordance with the terms of the aid.

Entire Agreement

This agreement supersedes all prior understandings, representations, negotiations and correspondence between the student and Spartanburg Community College constitutes the entire agreement between the parties with respect to the matters described and shall not be modified or affected by any course of dealing or course of performance. This agreement may be modified by Spartanburg Community College if the modification is signed by me. Any modification is specifically limited to those policies and/or terms addressed in the modification.

Severability Clause

If any provision, term, or clause of this Agreement is declared illegal, unenforceable, or ineffective in a legal forum with competent jurisdiction to do so, this Agreement shall be deemed severable, and all other provisions, terms, and clauses of the Agreement will remain valid and binding on the Parties.