

# LAWSON STATE

## COMMUNITY COLLEGE

### DUAL ENROLLMENT ADMISSIONS GUIDE

#### Non-Discrimination Policy

**Who are eligible students?** Students must be in the **10th, 11th, or 12th** grades. Once a student graduates high school, he or she is no longer eligible for the Dual Enrollment program. Rising freshmen are NOT eligible for Dual Enrollment. Students can be **rising** 10<sup>th</sup> graders in high school to be eligible for this program.

**What GPA is required for Dual Enrollment?** Students must have a minimum cumulative (unweighted) high school grade point average (GPA) of 2.5 on a 4.0 scale.

**LSCC DUAL ENROLLMENT SCHOLARSHIP:** In partnership with the Alabama Community College System, Lawson State awards eligible students' scholarships to cover select course work and course materials while funds are available. Scholarship parameters are subject to change contingent on the availability of funding.

**Priority 1: LSCC Career and Technical Education (CTE) Scholarship (2 course max per semester, per student while funds are available).**

- Dual enrollment students participating in an approved Career and Technical Education (CTE) program and courses are eligible for the CTE Dual Enrollment Scholarship.
- This scholarship covers 100% of course tuition, fees, and course materials.

**Priority 2: LSCC General Education Scholarship (2 course max per student, per semester, while funds are available).**

- Dual enrollment students enrolled in approved General Education courses are eligible for the Dual Enrollment Scholarship.
- This scholarship covers 100% of course tuition, fees, and course materials.

**ELIGIBLE PROGRAM OPTIONS:** Dual Enrollment students are eligible to enroll in most programs offered at Lawson State. Programs fall under General Education, Career Technical Education, Health Professions, and Business & Information Technologies. Some restrictions apply.

- ABR Automotive Body Repair
- ACC – Accounting Technology
- ACR Air
- ADM Advanced Manufacturing
- Conditioning/Refrigeration Tech
- AUM Automotive Technology

- AUT Automated Manufacturing Technology
- BUC Building Construction
- CHD Child Development
- CAT – Graphic Art Communications
- CIS Computer Science
- CNC Computerized Numerical Control
- CUA – Culinary Arts
- DDT Drafting
- DEM Diesel Mechanics
- EET Electronic Engineering Technology
- ELT Electrical Technology
- EMT/EMS Emergency Medical Technology
- GEN General Studies
- HIT Health Information Technology
- HSM – Hospitality Management
- ILT Industrial Electronics Technology
- INT Industrial Maintenance Technology
- LGT Logistics and Supply Chain Management
- MTT Machine Tool Technology
- NAS Nurse Assistant
- NUR Nursing
- OAD Office Administration
- PLB Plumbing
- PRL Paralegal/Legal Assistant
- WDT Welding
- WKO Workplace Skills

**ENROLLMENT RESTRICTIONS:** General education courses are allowed to be funded with Dual Enrollment ACCS Scholarship funds. Students receiving scholarship funds for general education courses are **NOT** required to be enrolled in a career and technical pathway or associate degree to be eligible. Students pursuing career & technical education programs and STEM related coursework are eligible for the free tuition funds (while funds last). STEM courses covered in our new funding include *Astronomy, Biology, Chemistry, Computer Science, Engineering, Geology, Math, Physical Sciences, and Physics*. **(Students are not required to pair these courses with a career technical course to be grant supported.)**

Students must be 17.5 years of age (at the time of registration) to register for the Nursing Assistant Program of the EMT /EMS-Emergency Medical Technician Programs.

**PLACEMENT REQUIREMENTS:** College level math and English courses require academic placement evaluation. See placement chart for details. Lawson State does provide on-campus placement testing for eligible high school students.

### College Level Math Placement

- ✓ Math Placement based on ACT math sub-score of 20 or higher.
- ✓ Placement into MTH 100 or MTH 110/MTH 109 LS or MTH 112/MTH 111 LS
  - ACT math sub-score of 18 or 19, or
  - HS GPA of 2.75 or higher and A or B grade in Algebra II, or
  - Accuplacer Elementary Algebra (EA) score of 60-79 for MTH 100
  - Accuplacer Elementary Algebra (EA) score of 80-120 for MTH 110 or 112
- ✓ Placement into MTH 100 and MTH 099
  - ACT math sub-score of 17, or
  - HS GPA of 2.75 or higher and C in Algebra II, or
  - Accuplacer Elementary Algebra (EA) score of 50-20

### College Level English Placement

- ✓ Placement into ENG 101
  - ACT English sub-score of 18 or above, or
  - HS GPA of 2.75 or higher and A or B grade in English IV, or
  - WritePlacer (Accuplacer) score of 5
- ✓ Placement into ENG 101 and ENG 099
  - ACT English sub-score of 17, or
  - HS GPA of 2.75 or higher AND grade of C in English IV, or
  - WritePlacer (Accuplacer) score of 4 or below

## DUAL ENROLLMENT REGISTRATION STEPS

*What paperwork is required of the student by the college to enroll in Dual Enrollment courses?*

1. Complete your online [Application for Admission](#)
2. Submit a copy of your high school transcript documenting the required grade level and grade point average (GPA) of 2.5 on a 4.0 scale.
3. Complete and submit the **Statement of Eligibility for Dual Enrollment for Dual Credit Students form** (with required signature of CTE representative, and/or counselor) Try our paperless Adobe sign process for your convenience [Statement of Eligibility for Dual Enrollment form](#)

**CONFIRM YOUR ADMISSIONS STATUS: ([admissions@lawsonstate.edu](mailto:admissions@lawsonstate.edu))**

- Login back into you [LSCC Application Portal](#) and check your admission checklist to ensure all required items are received and that all admissions requirements are satisfied.

**REVIEW CLASS SCHEDULE:** Approved class should be listed on Student Eligibility form

- [Lawson State Dynamic Schedule](#)
- [Understanding Course Delivery Types](#)

**PAY YOUR TUITION** (Check with your High School Counselor to determine what resources may be covered )

1. Login to [MyLawson](#)
2. Click "Student" Button
3. Click "Student Account"
4. Click "Account Summary By Term"
5. View Balance
6. Click "Pay Now" button & complete payment procedures
7. **Cash Paying Students:** After you register for your classes, login a. your [MyLawson](#) account and select "Student Accounts "and pay your tuition using TouchNet. For Assistance ([businessoffice@lawsonstate.edu](mailto:businessoffice@lawsonstate.edu) )

**NEW STUDENT ORIENTATION:** All newly admitted Dual Enrollment Student are strongly encouraged to attend a Dual Enrollment Orientation session. Dates, times and registration information will be sent out prior to each semester.

**BOOKS & COURSE MATERIALS:** Students are required to pay for their books unless you fall under the Alabama Community College System Dual Enrollment Grant or if your school district is paying. Visit [www.lawsonstatebookstore.com](http://www.lawsonstatebookstore.com) for more information or email [lawsonstatebirmingham@bkstr.com](mailto:lawsonstatebirmingham@bkstr.com)

- Students should complete their [Dual Enrollment Acknowledgement Form](#) to confirm and acknowledge their enrollment each semester
- Dual Enrollment students utilizing the *Alabama Community College System Dual Enrollment Grant* must request their course materials by **mid-terms of the semester of enrollment**. Students who request their course material after mid-terms assume payment responsibilities for all course materials.

**Get Your ID & Parking Decal:** ID's & Parking Passes: You will need an ID and a parking pass (if you intend to park on the campus of Lawson State). Secure your Cougar Student ID's and parking decal in the Business Office on either campus prior to the start of class.

**ATTENDANCE POLICY:** Students who fail to attend class the first week will be automatically dropped from their classes. To establish attendance in a hybrid, online, virtual or online class, complete the Syllabus Quiz or Syllabus acknowledgement form within the class. If you do not see either, participate by completing any first week assignment or discussion board the first week of class. Failure to complete any work the first week will cause you be dropped from the class automatically.

**ACADEMIC PERFORMANCE:** Students who fail to meet the minimum grade requirement ("C" or better) or who withdraw from a course will be suspended from the program for a minimum of one term. The one term suspension may not be served during the Summer term. For re-entry, the student must reapply to the program.

**For questions & assistance with the Dual Enrollment process, please contact your Lawson State Enrollment Specialist or the Office of Admissions & Enrollment Services today!**

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Text Us at 205-707-6422  
Bessemer Campus 205-929-3418  
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