

# Schoolcraft College Dual Enrollment Payment Authorization and Parent Approval Form



Schoolcraft  
College

SC Admissions Rep/Date: \_\_\_\_\_

**New Dual Enrolled Students:** submit this form with your online admission application or email it to **admissions@schoolcraft.edu**.  
**Returning Students:** *EACH semester you take classes*, email this form to **admissions@schoolcraft.edu** or fax to: 734-462-4552.

**Select ONE semester:**     Fall 20 \_\_\_\_\_     Winter 20 \_\_\_\_\_     Spring/Summer 20 \_\_\_\_\_

STUDENT LAST NAME \_\_\_\_\_ STUDENT FIRST NAME \_\_\_\_\_ STUDENT BIRTH DATE (MM/DD/YYYY) \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_ PHONE NUMBER \_\_\_\_\_ SCHOOLCRAFT STUDENT NUMBER (if known) \_\_\_\_\_

**Dual Enrollment Student must apply for admission to Schoolcraft College. (First semester only. You do not need to re-apply each semester.)**

- The school district approves the student for the dual enrollment option selected below and authorizes Schoolcraft College to bill the school district (public high school) or State of Michigan (non-public high school) for charges incurred by the student until maximum funding is reached. Please email studentaccounts@schoolcraft.edu or call (734) 462-4586 if you have questions regarding payments or billing.
- For students eligible for full or partial funding through the Post Secondary Enrollment Act, payment is not due at the time of registration. If tuition and fees exceed the authorized amount, Schoolcraft will bill the student/parent for the remaining balance.
- Schoolcraft will bill the student/parent if the student does not complete his/her course(s), or if the student registers for any courses that are not approved on their application. It is the student's responsibility to officially drop the class if they do not plan to attend.

**Please select one of the following:**

**School District Sponsored** (Dual Enrollment - Public School) \_\_\_\_\_  
NAME OF HIGH SCHOOL

**State of Michigan Sponsored** (Dual Enrollment - Non-Public School) \_\_\_\_\_  
NAME OF HIGH SCHOOL

**Not eligible for funding through the Post Secondary Enrollment Act. Student/Parent responsible for payment.**  
Payment must be made online or in person at the Schoolcraft College Student Account's Office within 3 weekdays of registering.  
Get more information about paying tuition in full or enrolling in the tuition payment plan at [www.schoolcraft.edu/student-accounts](http://www.schoolcraft.edu/student-accounts).

## Parent/Legal Guardian and Student Agreement

PARENT/LEGAL GUARDIAN LAST NAME \_\_\_\_\_ PARENT/LEGAL GUARDIAN FIRST NAME \_\_\_\_\_

RELATIONSHIP TO STUDENT \_\_\_\_\_ PHONE NUMBER \_\_\_\_\_

PARENT/LEGAL GUARDIAN SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_ STUDENT SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

### For High School Use Only

High School Responsible for Payment \_\_\_\_\_

Printed name of Billing Authorizer \_\_\_\_\_

Signature of Billing Authorizer \_\_\_\_\_

### Approved Courses

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

HIGH SCHOOL COUNSELOR SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**Please Note:** Register for only the courses that are approved on this application. You will be billed for any course(s) that are not approved.