

## Dual Credit Checklist

1.) Talk to the high school counselor or Homeschool Administration about your interest and eligibility and receive permission to enroll in college classes

2.) Complete NTCC's Dual Credit Application:

Go to [ntcc.edu](http://ntcc.edu) ~~Myeagleportal~~ ~~Apply online~~ ~~Eselect correct term~~ ~~EDual Credit~~

You'll receive an "acceptance" email from NTCC in about two to three days depending on registration traffic. Please follow the directions and set up your student portal and email. If you have any problems, please contact IT at ~~903~~ 8140.

3.)

- 4.) Complete the choice sheet (registration form) with your HS counselor or Homeschool Admin.
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- 5.) Register for classes at your High School or with the Director of Dual Credit [jsumrow@ntcc.edu](mailto:jsumrow@ntcc.edu)

- 6.) Pay for tuition and course material fees. Payment plans are available.
- You can make payment by calling the Business Office at (903) 434-8118 OR
  - Visiting the Business Office in the Student Services building at NTCC

NOTE: You will be dropped or withdrawn from classes for failure to make payment by the deadlines posted in the

