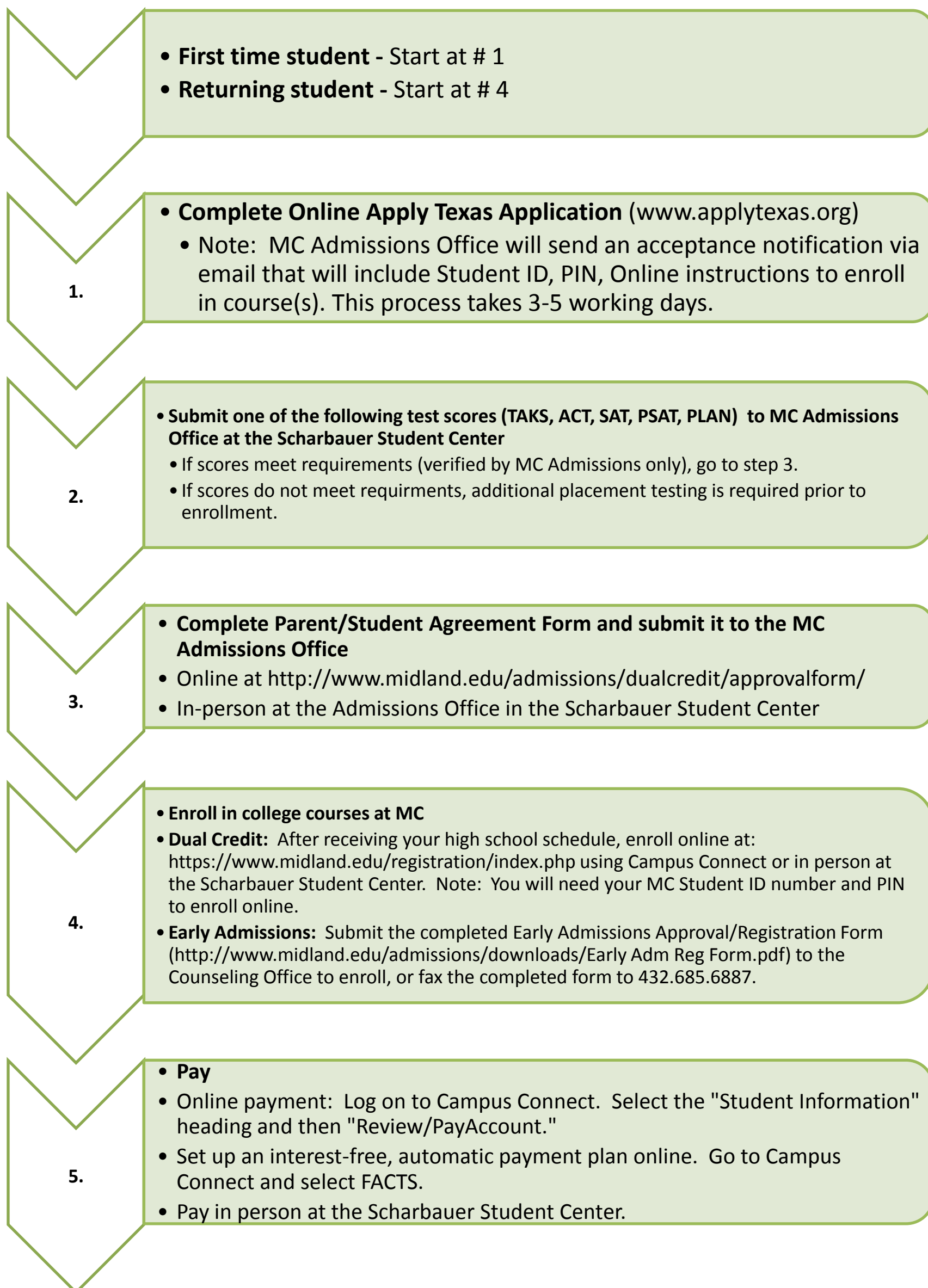


Midland College

Dual-Credit College Enrollment Process



- **First time student** - Start at # 1
- **Returning student** - Start at # 4

1.

- **Complete Online Apply Texas Application** (www.applytexas.org)
- Note: MC Admissions Office will send an acceptance notification via email that will include Student ID, PIN, Online instructions to enroll in course(s). This process takes 3-5 working days.

2.

- **Submit one of the following test scores (TAKS, ACT, SAT, PSAT, PLAN) to MC Admissions Office at the Scharbauer Student Center**
- If scores meet requirements (verified by MC Admissions only), go to step 3.
- If scores do not meet requirements, additional placement testing is required prior to enrollment.

3.

- **Complete Parent/Student Agreement Form and submit it to the MC Admissions Office**
- Online at <http://www.midland.edu/admissions/dualcredit/approvalform/>
- In-person at the Admissions Office in the Scharbauer Student Center

4.

- **Enroll in college courses at MC**
- **Dual Credit:** After receiving your high school schedule, enroll online at: <https://www.midland.edu/registration/index.php> using Campus Connect or in person at the Scharbauer Student Center. Note: You will need your MC Student ID number and PIN to enroll online.
- **Early Admissions:** Submit the completed Early Admissions Approval/Registration Form (<http://www.midland.edu/admissions/downloads/Early Adm Reg Form.pdf>) to the Counseling Office to enroll, or fax the completed form to 432.685.6887.

5.

- **Pay**
- Online payment: Log on to Campus Connect. Select the "Student Information" heading and then "Review/PayAccount."
- Set up an interest-free, automatic payment plan online. Go to Campus Connect and select FACTS.
- Pay in person at the Scharbauer Student Center.

IN CASE OF WITHDRAWAL FROM HIGH SCHOOL DUAL CREDIT CLASS(ES),
STUDENT WILL NEED TO WITHDRAW FROM THE COLLEGE COURSE(S) AS WELL.