MURRAY STATE UNIVERSITY
Racer Academy

Guidance Counselor/ Principal Approval Form

Complete this form to request student registration in a dual credit course.

STUDENT INFORMATION

Student's Full Legal Name: **Date of Birth:**

High School: **Graduation Year:**

AGREEMENT TO ENROLL IN A COLLEGE COURSE.

THIS IS A TWO PAGE DOCUMENT. Students: Read and review the statements on page two. If you agree to them, initial below.

Student Initials:

I confirm that I have carefully read and understand the statements on page two.

DUAL CREDIT REGISTRATION REQUEST

*Only schedule one semester at a time. **Do not combine multiple semesters on one form.** Separate forms are needed.

Course Subject (ex. AGR, ENG)	Course Number	Course Title	Course Location (Online, High School, etc.)	Semester / Year* **Fall**/August start or **Spring**/January start.	Dual Credit? Yes or No*

*Dual credit means you receive credit on your high school and college transcript simultaneously.

Student Signature *Required*   **Date**

I have read the information above and know that I am registering for a course that will go on my permanent college record.
If student is not available to sign, they must e-mail msu.raceracademy@murraystate.edu to give their approval to register for the course.

Student E-Mail Address

Guidance Counselor / Principal Signature   **Date**

High School Official's E-Mail Address

murraystate.edu/raceracademy • msu.raceracademy@murraystate.edu • 270.809.2159
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AGREEMENT TO ENROLL IN A COLLEGE COURSE.

It is important that you read and understand each of the following statements.

- The grade I earn will be a permanent grade on my college transcript and transfer to other colleges.

- Changes made to my high school schedule will not automatically drop/change the registered dual credit course. A Drop/Withdrawal form must be submitted to Murray State University if I no longer want to take the class(es).

- I have reviewed all payment and refund policies and procedures. Depending on when I drop my course(s), a portion of or all tuition may be due and a grade of W (non punitive) may be assigned. Students and counselors must abide by all applicable add, drop/ withdrawal, and payment deadlines. See the deadlines by semester at: https:// www.murraystate.edu/academics/ RegistrarsOffice/calendar.aspx

- If I am not awarded the KHEAA Dual Credit and/or Work Ready scholarship as a Kentucky resident, I will be responsible for all tuition and fees.

- I know that I may need to purchase books and materials that are not covered by state scholarships.

- I am aware of my rights under the Family Educational Rights and Privacy Act (FERPA).

- My guardian will not have automatic access to my information as I will be considered a college student. (Murray State will share information only with the student's high school for courses receiving dual credit. If direct discussion is needed by a guardian with Murray State, the student must complete the Consent to Release form on myGate. Note: Under FERPA regulation, Murray State is not required to release information to those who have been given consent by the student.)

- I consent to the recording of my face and/or voice by the university and/or its applicable technology vendor for the purpose of compliance with the university's testing integrity protocol, and I waive all claims under any biometric information privacy statute or similarly titled provision.

- I am aware of how to locate the Student Life Handbook and Student Life Policies online, https:// www.murraystate.edu/about/administration/StudentAffairs/policies.aspx

- I agree to provide my Social Security number (SSN) or taxpayer identification (TIN) to MSU as required by the IRS for 1098-T reporting or risk paying fines.

- I consent to receive my annual IRS Form 1098-T ("Tuition Statement") electronically from MSU. I may opt out by contacting msu.bursar@murraystate.edu.

If you agree and understand the above statements, initial page one under "Agreement to Enroll in a College Course." You will not be considered for admission or registered if this section is blank.

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