



# North Idaho College

## WINGS-Dual Credit

WIN by Getting a good Start

# DUAL CREDIT REGISTRATION FORM

(To receive high school and NIC credit)

Students must be at least 16 years old OR have completed at least half of the requirements for high school graduation. A 3.0 grade point average is recommended. Exceptions may be requested by a high school counselor and the NIC dual credit coordinator. Admission to the college does not guarantee acceptance into certain classes or programs. NIC will not provide a grade for partial work if a student withdraws from a course. An audited grade receives no NIC credit.

**NOTE: A dual credit registration form must be submitted each semester.**

<b>For High School Counselors Only</b>	Student Level:	<input type="checkbox"/> New dual credit student	<input type="checkbox"/> Continuing dual credit student				
	Current Age:	<input type="checkbox"/> 15	<input type="checkbox"/> 16	<input type="checkbox"/> 17	<input type="checkbox"/> 18	<input type="checkbox"/> 19	GPA: _____
	Year in High School:	<input type="checkbox"/> So	<input type="checkbox"/> Jr	<input type="checkbox"/> Sr			
	Registering For:	<input type="checkbox"/> Fall (Aug) 20____	<input type="checkbox"/> Spring (Jan) 20____	<input type="checkbox"/> Summer (June) 20____			

Name \_\_\_\_\_  
Last First Middle

Address \_\_\_\_\_  
Street Address or PO Box City State Zip

Parent/Guardian Name \_\_\_\_\_ Parent Phone Number \_\_\_\_\_

High School Name \_\_\_\_\_ **NIC Student ID:** \_\_\_\_\_

Dept.	Course#	Sec#	Credits	Course Title	Day(s) M T W Th F	Time	Building/Room

Check one:  The courses listed below are additional to the ones above  The courses listed below are alternates to the ones above


I have read and understand information provided regarding dual credit. I understand the conditions of enrollment and the expectations of college courses which may include full access to library, Internet, and other campus resources. I have read and understand the FERPA regulations outlined on the back page of this registration. I hereby give permission for release of my transcripts and other student records to my high school.

Student: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Parent/Guardian: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

High School Counselor: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**For information contact:**  
NIC Wings (Dual Credit) Office: (208) 769-3229  
1000 W. Garden Avenue, Coeur d'Alene, ID 83814  
[www.nic.edu](http://www.nic.edu)

**To register for classes contact:**  
Registrar's Office: (208) 769-3320  
Registrar's Fax: (208) 769-5976  
E-mail: [registration@nic.edu](mailto:registration@nic.edu)

Submit completed registration form with all signatures to the NIC Registrar's Office.



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## Important Information about Dual Credit

### FERPA LAW

North Idaho College is required by law through the Family Educational Rights and Privacy Act (FERPA) to keep student records confidential. Without your written permission, we won't share your student records with anyone but you (or appropriate college employees). *Your parent cannot contact instructors or counselors on your behalf.* College instructors are not informed of your age or that you are a dual credit "WINGS" student.

### Information for Out-of-District Students

#### *Important information about tuition rates for non-Kootenai County residents*

North Idaho College receives funding from Kootenai County property taxes and from the state of Idaho. Students who reside in Idaho, but do not reside in Kootenai County, must file a Certificate of Residency which is available at [www.nic.edu/admissions/residency.asp](http://www.nic.edu/admissions/residency.asp), with their home county clerk's office in order to be eligible for the discounted out-of-district rate structure. Certificate forms are available from the NIC Admissions Office or your county clerk's office.

If residency verification is not received from your home county, you must pay Dual Credit's higher non-district tuition rate. (Exception: Students from Kootenai, Twin Falls, and Jerome counties are not required to complete the Certificate of Residency because those counties collect funds through property taxes to fund the community college in their district.) The five northern counties require a Certificate of Residency every academic school year.

If you exceed the tuition benefit you will be charged the non-district tuition rate. However, non-district tuition is significantly lower than out-of-state. Check with your county for further details. The county is obligated by state code to pay the out-of-district charge pursuant to Idaho State Code 33-2110A.

Dual credit students are not eligible for financial aid.

### How do I apply for admission online?

1. Go to [www.nic.edu](http://www.nic.edu)
2. Click on "For Prospective Students."
3. Scroll down and click on the "Dual Credit Student" option and follow the steps.
4. On the online application select "Not Seeking Degree or Certificate" for "Intended Degree."
5. For the section "Students Not Seeking a Degree or Certificate" check "North Idaho College only."
6. For "Enrollment Status" select "High School Student Seeking Dual Enrollment."
7. Complete application form and submit.

### How do I withdraw from a class?

1. Neither you nor your parent can withdraw you from a course online.
2. You must visit with your high school counselor, complete a "Course Withdrawal Form" and bring it or mail it to the NIC Registrar's Office for processing.
3. Withdrawal from classes is only allowed during certain time periods of the academic calendar. Those dates are published on the NIC college calendar which can be found at [www.nic.edu/calendar](http://www.nic.edu/calendar).
4. A student who withdraws officially from a course by 5 p.m. on the last day for withdrawal will receive a grade of "W" which will be recorded on the student's transcript.

#### For admissions information contact:

**Admission's Office:** (208) 769-3311  
**Admission's Fax:** (208) 769-3399  
**E-mail:** [admit@nic.edu](mailto:admit@nic.edu)

#### For information contact:

**NIC Wings (Dual Credit) Office:** (208) 769-3229  
**1000 W. Garden Avenue, Coeur d'Alene, ID 83814**  
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