



Dual Enrollment Recommendation: Individual High School Students

Student Name _____ NOVA Student ID _____
Last First M.I.

Semester and Year _____ Home Phone _____ Home Email _____

If you are a high school junior or senior, you may be able to attend Northern Virginia Community College (NOVA) under certain conditions. Factors in a student's academic or personal record may be considered when approving or denying this dual enrollment request. Dual enrollment students will be expected to engage in college-level course content and discussions appropriate for adult learners. **NOTE: A new form must be completed each semester**

SECTION A

Step 1: Apply to the College at www.nvcc.edu. You will be assigned a NOVA student ID once you complete the application.

Step 2: Check the enrollment option that you are requesting:

- Dual Credit: You expect to receive *both* college credit and high school credit (**code 041**).
- College Credit Only: For Home Schooled students. You expect to receive *only* college credit. No high school credit will be given under this option (**code 042**).
- Combination: You expect to receive both college and high school credit for one or more courses, AND you expect to receive only college credit for one or more courses (**code 043**).
- Adult Students: Adult students who are 21+ years old and enrolled in an alternative high school program. You expect to receive *both* college credit and high school credit (**code 04A**).

Step 3: Take the College placement tests. Dual enrollment students who want to take any NOVA classes on campus must show college readiness in both English and Math. For information about testing, contact a campus Testing Center. No appointment is required. Certain classes requiring prerequisites or specific placement scores might require higher standards than the ones listed below.

ENGLISH *Qualifying test scores must have been taken within the last two school years					
Exam	Test Component(s)	Score Requirement	Test Date Cutoffs	Student Test Scores	Date Test Taken
PSAT	Evidence-Based Reading & Writing	390 or higher	Taken within 2 years	EBRW:	
SAT	Critical Reading AND Writing	500 or higher	Before Mar. 2016	R: Wr:	
	Evidence-Based Reading & Writing	480 or higher	Mar. 2016 and After	EBRW:	
ACT	Reading AND Combined English & Writing	18 or higher	Before Sept. 2015	R: CEW:	
	English, Reading AND Writing	18 or higher	After Sept. 2015	E: R: Wr:	
AP	English Literature OR Language & Composition	3 or higher	Taken within 2 years	EL: Or L&C:	
VPT	English Virginia Placement Test qualifying score in NOVA's student information system				
MATH *Qualifying test scores must have been taken within the last two school years					
Exam	Test Component(s)	Score Requirement	Test Date Cutoffs	Student Test Scores	Date Test Taken
SOL	Algebra I, II or Geometry	400 or higher	Taken within 2 years		
PSAT	Math	500 or higher	Taken within 2 years		
SAT	Math	520 or higher	Before Mar. 2016		
	Math	530 or higher	Mar. 2016 and After		
ACT	Math	22 or higher	Taken within 2 years		
AP	Math AP Calculus BC	3 or higher	Taken within 2 years		
IB	Math	5 or higher	Taken within 2 years		
VPT	Math Virginia Placement Test qualifying score in NOVA's student information system *Student must pass at least any single MTE unit above 0 and in addition meet the mathematics prerequisites of any direct NOVA course(s)				
PLEASE CHECK VPT NEEDED IF STUDENT WILL BE TAKING THE VPT EXAM: <input type="checkbox"/> English <input type="checkbox"/> Math					

I approve this student's enrollment in the course(s) listed on this form.

I do not approve this student's enrollment in _____ because
(Course prefix and number)

_____.

<i>Dean of Students/Designee Print Name</i>	<i>Signature</i>	<i>Campus</i>	<i>Date</i>
---	------------------	---------------	-------------

Staff in the office of the Dean of Students will:

- take the original completed and signed form to the SSC;
- give two photocopies of the completed, signed form to the student. The student will keep one copy and give the other to the high school counselor.

Staff in Student Services Center will image this completed form and link it to the student's record.

Date Form Scanned: _____ Date Linked: _____ Initials: _____