

# Heartland Community College

## ***College Now*** – Dual Enrollment / Dual Credit Program

The ***College Now*** Program at Heartland Community College exists so that well-prepared and highly motivated high school students have the opportunity to gain early college enrollment. In order to enroll in college-level courses, high school students must complete the following steps.

1. Complete and submit the Heartland Community College application. You can find the application here: [www.heartland.edu/application](http://www.heartland.edu/application). You should receive confirmation of your admission in the mail within 2 weeks of submitting your application.
2. Complete the ***College Now*** application, which is attached to this document.
  - The student must complete the Release of Information portion.
    - You can find the information needed for the Course Information portion from the course schedule here: [www.heartland.edu/schedule/](http://www.heartland.edu/schedule/).
  - The student's parent/guardian must complete the Parent/Guardian Permission portion.
  - The student's high school guidance counselor/principal must complete the Counselor/Principal Permission portion.
  - The student must prove eligibility by submitting ACT subscores or by taking Heartland Community College's Basic Skills Assessment. ACT subscores in English, reading, and math may be used for placement if the ACT was taken within the last two years.
    - An ACT English subscore of 21-36 exempts students from the writing placement test. All other students must assess.
    - An ACT reading subscore of 21-36 exempts students from the reading placement test. All other students must assess.
    - An ACT math subscore of 23-36 will allow students to place into MATH 106, MATH 131, or MATH 131. All other students must assess.
  - If the student does not provide ACT subscores, if the results are outdated, or if the student's ACT subscores are below required levels, the student must take Heartland Community College's Basic Skills Assessment to demonstrate college-level abilities. You can find the assessment schedule here: [www.heartland.edu/assessment/schedule](http://www.heartland.edu/assessment/schedule).
3. With completed ***College Now*** application and ACT scores OR Basic Skills Assessment results in hand, the student is ready to meet with an academic advisor to get enrolled. Academic Advisement is located in the Community Commons Building on the first floor. You can call 309.268.8033 to schedule an appointment or drop-in at your convenience during the following hours:
  - Monday-Thursday 8:30 am – 6:45 pm (8:30 am – 5:45 pm in June and July)
  - Friday 9:00 am – 4:15 pm

### **Please note: If approved for the *College Now* Program...**

- Enrollment must take place no sooner than the published first day of enrollment and no later than the published last date of enrollment for any term.
- Payment deadlines apply.
- All college policies and procedures apply in the same manner as any other college student.

### ***College Now* Application Checklist:**

- Heartland Community College application submitted
- Confirmation of admission received from Heartland Community College
- ACT scores in hand or Basic Skills Assessment completed
- College Now*** application completed by student, parent/guardian, and counselor/principal

# Heartland Community College *College Now* Application

## RELEASE OF INFORMATION (To be completed by student)

Student Name (Please print): \_\_\_\_\_ Birthdate: \_\_\_\_\_

High School: \_\_\_\_\_ Graduation Year: \_\_\_\_\_

Parent/Guardian's Name: \_\_\_\_\_

Parent/Guardian's Address: \_\_\_\_\_

Street

Apt.

City

Zip Code

I request enrollment in the following course(s) at Heartland Community College:

### Course Information

Spring / Summer / Fall 20\_\_

Spring / Summer / Fall 20\_\_

Subject: \_\_\_\_\_

Subject: \_\_\_\_\_

Subject: \_\_\_\_\_

Subject: \_\_\_\_\_

Subject: \_\_\_\_\_

Subject: \_\_\_\_\_

I understand that this is a college course, and materials, coursework and subject matter will be at the college level.

Heartland Community College has my permission to share information regarding my performance with my parent(s)/guardian(s) and/or high school.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## PARENT/GUARDIAN PERMISSION (To be completed by parent/guardian)

I give permission for the above student to register in Heartland Community College's **College Now** Program. I understand that this is a college course, and materials, coursework and subject matter will be at the college level. By registering for classes at Heartland Community College, students and their parents or legal guardians are accepting financial responsibility for the cost of educational services provided.

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

**COUNSELOR/PRINCIPAL PERMISSION**  
(To be completed by counselor/principal)

Will this student be receiving high school credit for the course(s)?  
(This must be determined by high school administration.)

Yes       No

I believe this student has the ability to benefit from college instruction. The student and I have discussed the course options appropriate to his/her educational objectives. This student has the maturity level to conduct himself/herself in a manner consistent with college-level expectations. I signify that this high school student is in good standing.

Counselor/Principal Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**FOR HCC USE ONLY**

Term: \_\_\_\_\_ Course: \_\_\_\_\_ Section #: \_\_\_\_\_ Course Code: \_\_\_\_\_

Term: \_\_\_\_\_ Course: \_\_\_\_\_ Section #: \_\_\_\_\_ Course Code: \_\_\_\_\_

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Term: \_\_\_\_\_ Course: \_\_\_\_\_ Section #: \_\_\_\_\_ Course Code: \_\_\_\_\_

**Please date and initial for validation:**

Heartland ID Number: \_\_\_\_\_

Assessment:

ACT Scores:      English \_\_\_\_\_ Reading \_\_\_\_\_ Math \_\_\_\_\_

Compass Scores:      English \_\_\_\_\_ Reading \_\_\_\_\_ Math \_\_\_\_\_

Enrollment Completed & Validated: \_\_\_\_\_ PeopleSoft Group: \_\_\_\_\_