

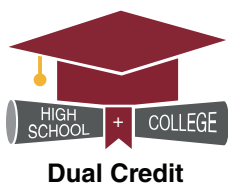
Guide to Dual Credit & Early Admissions



JUMPSTART YOUR FUTURE

Earn College Credits in High School

VC VICTORIA COLLEGE



WHAT IS DUAL CREDIT ENROLLMENT?

Dual credit is an educational program designed to enable high school students to enroll in college courses and receive both college and high school credits for the same course. Dual Credit Enrollment is a great way for high school students to get a jump start on their college education.

WHAT IS EARLY ADMISSIONS?

Early Admission is for students desiring to take college courses. Early Admission enrollment only earns college credit.

WHAT ARE THE ADVANTAGES?



STUDENT SUCCESS

Students are three times more likely to graduate in four years.



HS ENDORSEMENTS

Aligns with high school endorsements for easy transition



COST

Enrollment at VC is much less expensive than classes at 4-year universities.



TRANSFERABILITY

Classes are fully transferable to Texas public colleges & universities.



CLOSE TO HOME

Living at home allows students to experience college life while still in a familiar high school setting.



ACCESS & RESOURCES

Access to academic and career planning, library resources, computer labs, and all support services

POPULAR TRANSFER INSTITUTIONS



DUAL ENROLLMENT STUDENT CHECKLIST

- ☐ **Contact** your high school counselor or a VC College Access Specialist about eligibility criteria.
- ☐ **Apply** to Victoria College at ApplyTexas.org and allow 3-5 days for processing.
 - Respond “yes” to the question “Are you a high school student?”
 - Use of personal email account for the student profile
 - Select 2 yr college application
 - Write down the application ID, username and password for tracking purposes.
- ☐ **Complete** testing requirements, if needed and submit scores to the Admissions Office. Required scores are listed on page 4.
- ☐ **Attend** a Dual Credit Information Session (parent or guardian required).
- ☐ **Complete** and submit the Dual Credit Agreement Form which can be accessed on page 6 and by visiting http://bit.ly/DualCredit_Agreement_Form.
- ☐ **Complete** VC’s Pirate Orientation.
- ☐ **Apply** for scholarships and discuss other forms of payment.
- ☐ **Complete** the FAFSA at <https://studentaid.gov/>.
- ☐ **Pay** all tuition and fees or enroll in the payment plan.



Pirate Portal Username & Password

Start from the VC homepage and click the Pirate Portal link located in the gray header at the top of the page.

1. On the login page of the Pirate Portal, click the “Retrieve Username or Reset Password” link.
2. Now click the “Start” in the New User Box.
3. You will be required to accept the regulations, enter your ID (SS# or V#) and birth date.
4. Next you will setup your security question and answer.
5. Finally you will need to set your options for notifications.

Once you complete these steps, it will generate your Pirate Portal username, password, and student email account. If you would like to change your password, please return to the login page of the Pirate Portal, click “Retrieve or reset your username and password” and follow the steps.

DO I QUALIFY?

Dual Credit or Early Admissions Enrollment

Recommended Scores; may vary by school district

TSI Assessment (Before Jan. 11, 2021):

TSI Assessment Minimum Passing Scores		
Math Minimum Score:	350	5 year limit
Reading Minimum Score:	351	
Writing Minimum Score:	At least a 340 and an essay score of at least a 4 OR less than 340 and an ABE Diagnostic at least 4 and an essay score of at least a 5	

TSI Assessment (Beginning Jan. 11, 2021 and after):

TSI Assessment Minimum Passing Scores		
Math Minimum Score:	Test Score \geq 950; Test Score $<$ 950 and Diagnostic Level = 6	5 year limit
English Language Arts & Reading Score:	Test Score \geq 945 and Essay \geq 5; Test Score $<$ 945 and Diagnostic Level \geq 5 and Essay \geq 5	

ACT	ACT taken before February 15, 2023 Composite score 23: with a minimum of 19 on the English test	5-year limit
	Composite score 23: with minimum of 19 on the mathematics test	
	ACT taken after February 15, 2023 Combined score of 40 on English & Reading (E+R) tests Mathematics minimum score of 22	
SAT	SAT taken March 2016 and after Evidence-based reading and writing minimum score of 480 Mathematics minimum score of 530	5-year limit

TSI ASSESSMENT 2.0

Monday-Friday:** 9 a.m., 11:30 a.m., 1 p.m., 3 p.m.*

*Only one section can be taken at these times

** The Testing Center will be closed on Fridays during the summer sessions.

To schedule your exam:

1. VC homepage > Getting Started > TSI Assessment
2. Expand the Registration & Payment Information list by clicking the green plus sign.
3. Complete the TSI Assessment 2.0 mandatory Pre-Assessment Activity.
4. Visit RegisterBlast Appointments and log in if you already have an account or create a new account.
5. Select Exam drop down box choose the TSI Assessment, Webex Remote Testing, or Examity
6. Scroll down and click the blue hyperlink date that you would like to take the exam
7. Read the information for your test, complete any required information, and then click Continue.
8. Look for the green check mark and the message, "Your appointment has been confirmed!"
9. Click the Print Confirmation button

\$15.50 Assessment Fee

(This fee can be paid online with RegisterBlast Appointments or in person at the VC Payments Office)

Test Center Guidelines

- A valid/current government issued photo ID is required to test.
- Do not bring personal belongings into the center (Personal calculators are not allowed on this exam).
- Do not bring your children to testing appointments. Please refer to the VC Student Handbook, Article XVIII, Section 19.11.

What You Need to Know

The TSI Assessment 2.0 is the test that you will take to demonstrate college readiness.

The results of this test will show:

- The areas of academic deficiencies that need to be addressed in academic foundations classes.

What to Expect

- Study Resource:
<https://studentportal.accuplacer.org>
- Two academic areas: Mathematics and English language arts and reading (ELAR)

Victoria College Testing Center

Continuing Education Center, Room 201
2200 E. Red River, Victoria TX 77901
(building faces Ben Jordan Street)

Office Hours

Fall & Spring

Monday-Friday • 8 a.m.-5 p.m.

Saturday • 8 a.m.-Noon

Summer

Monday-Thursday • 8 a.m.-5 p.m.

Phone: (361) 582-2589

Fax: (361) 582-2473

TestingCenter@VictoriaCollege.edu

www.VictoriaCollege.edu/TestingCenter

For more TSI Assessment 2.0 details, visit www.VictoriaCollege.edu/TSI.

LET’S TALK COST

Students living in Victoria County will be charged in-county tuition. Students who do not reside in Victoria County will be charged an out-of-county fee in addition to regular tuition.

High School Dual Enrollment Tuition and Fees

Current tuition and fees can be viewed by visiting:
VC Homepage > Student > Catalog
VC Homepage > Ways to Pay > Tuition & Fees

Example:

SEMESTER HOUR	TUITION	IN-COUNTY TOTAL	OUT-OF-COUNTY TOTAL
3	120	234	363
6	240	468	726
9	360	702	1,089
12	480	936	1,452



How do I pay for classes?

PAY ONLINE: You can make a payment online by logging in to the:
Pirate Portal > Payments folder > View/Pay Fees

PAY IN PERSON: You can make payments in person:
at the Main Campus Payments Office
Fall & Spring Hours | Summer Hours
Monday–Friday: 8 a.m.–5 p.m. | Monday–Thursday: 8 a.m.–5 p.m.

at the VC Gonzales Center
Monday–Friday • 8 a.m.–5 p.m.

PAYMENT PLANS

Victoria College offers payment plans to help you secure your classes. A \$20 nonrefundable fee is required to enroll in a payment plan. The payment schedule varies per semester, so be sure to review the payment deadlines and amounts before you enroll in a payment plan. A \$25 late fee will be charged for each payment that is not received by the due date. You may enroll in a payment plan online or in person.



FAST – FINANCIAL AID FOR SWIFT TRANSFER PROGRAM

What is the FAST Program?

The **Texas FAST Program**—short for Financial Aid for Swift Transfer—is designed to help qualified high school students take college-level classes without paying for them.

Here's how it works in simple terms:

- **Who it's for?** Students coming from economically disadvantaged families.
- **What it covers-** Eligible students can take dual credit courses—classes that count for both high school and college credit—for free. That means no tuition, no fees, and even books and supplies are covered.

To qualify for the **Texas FAST (Financial Aid for Swift Transfer) program**, a student must meet **all three** of the following requirements:

1. Verified Educationally Disadvantaged Status

The student must have qualified for free or reduced-price lunch in any of the four school years before the current academic year. This is how Texas defines “educationally disadvantaged” and be verified by the Texas Higher Education Coordinating Board (THECB).

- THECB, not local ISDs, verify students' FAST eligibility.
- HS counselors must submit identifying information to VC by the 5th class day of the semester, or the student is responsible for the tuition and fees for that term.

2. Enrolled in a Texas Public or Charter High School

The student must be attending a school that receives **Foundation School Program funding**, which includes most public and charter schools in Texas.

3. Register for Eligible Dual Credit Courses

The courses must be offered through a formal agreement between the student's high school and a **participating college or university**. Not all institutions opt into FAST, but Victoria College does!

The Process

1. HS counselors will submit student information to VC.
2. VC Admission's staff will submit student information to THECB for verification.
3. THECB confirms students' FAST status and notifies VC. VC notes students' accounts.

Sample Dual Credit Course Progression

ACADEMIC PROGRAMS

From Core Curriculum, Associate of Arts and Associate of Science Programs

Grade Level	9th Grade	10th Grade	11th Grade	12th Grade
Academic Courses	Up to 2 college courses in the spring semester	Up to 2 college courses per semester	Up to 4 college courses per semester (12-16 Credits)	Up to 4 college courses per semester (12-16 Credits)
Fall	No college level courses	Up to 2 courses from degree plan (optional and if applicable)	Select from the following options: • History 1301 • English 1301 Up to 2 courses from the degree plan	Select from the following options: • Government 2305 • Elective-Field of Study Up to 2 courses from the degree plan
Spring	Up to 2 courses from degree plan (optional and if applicable)	Up to 2 courses from degree plan (optional and if applicable)	Select from the following options: • History 1302 • English 1302 Up to 2 courses from the degree plan	Select from the following options: • Government 2306 • Elective-Field of Study Up to 2 courses from the degree plan

WORKFORCE PROGRAMS

From Certificate and Associate of Applied Science Degree Programs

Students declaring a Career Technical Education certificate or associate degree may enroll in select academic core courses.

Grade Level	9th Grade	10th Grade	11th Grade	12th Grade
Workforce Courses	Up to 2 college courses in the spring semester	Up to 2 college courses per semester	Up to 4 college courses per semester (12-16 Credits)	Up to 4 college courses per semester (12-16 Credits)
Fall	No college level courses	Select up to 2 courses from degree plan	Select up to 4 courses from degree plan	Select up to 4 courses from degree plan
Spring	Select up to 2 courses from degree plan	Select up to 2 courses from degree plan	Select up to 4 courses from degree plan	Select up to 4 courses from degree plan

These are sample plans. Plans are flexible and are adjusted to meet the needs of individual students. All plans must be approved by the appropriate high school counselor.

<https://www.southtexascollege.edu/dual/isd-partners/files/Dual-Credit-Instructional-Manual.pdf>

Dates to Remember

REGISTRATION & PAYMENT

Review the Registration & Payment Information flyers at:

VC Homepage > Student > Class Schedule > Registration & Payment Info

ACADEMIC CALENDAR

Review the current VC Academic Calendar at:

VC Homepage > Getting Started > Admissions & Recruitment > Academic Calendars & Final Exam Schedules

Dropping a Course

Students who wish to drop a VC course **must speak with their counselor and receive permission**. If it is felt that dropping a course is in the best interest of the student, they may do so by logging into their Pirate Portal. Once the drop has been processed the counselor will receive confirmation from Victoria College. The reason for the drop must be indicated on all drop requests.

To drop a course:

1. Log into the Pirate Portal
2. Student Home Page > Student Dashboard > Drop Classes
3. Select a term for dropping classes

Dual Credit Agreement

See page 11 to review the Dual Credit Agreement.

FREQUENTLY ASKED QUESTIONS

1. **Will my dual credit classes transfer to other institutions?**

Course completed at Victoria College are easily transferable to any public institution in Texas. As far as course applicability, that may be depend on the institution and the degree plan that the student wishes to pursue.

2. **Are my books and materials included in tuition and fees?**

Yes, for many dual credit courses. Most courses have ebooks that are located within the course shell in Canvas. However, there are instances where materials are not covered. In these instances students may need to purchase their materials.

3. **Do I need a parking permit when parking on the Victoria College campus?**

No, students are not required to have a parking permit. Students are free to park in any spot unless marked visitor or reserved.

4. **Can dual credit students apply for financial aid?**

While dual credit students cannot qualify for federal funding they may qualify for TPEG by completing their FAFSA. In addition, there are scholarship opportunities available.

5. **Can I place out of a course using AP, CLEP, SAT, and/ or ACT scores?**

Yes, if the student meets the specified testing standard for that particular course. To view a list of VC-approved credit by exam exemptions, please visit VictoriaCollege.edu > Getting Started > Catalog > current academic year. Need to get a credit recognized? Contact the VC Admissions Office at (361) 485-6841 or Admissions@VictoriaCollege.edu.

6. **Will I be required to take any exams on the VC campus if I am in an online class?**

Some instructors may require students to take their exams and/or final exam at the Victoria College Testing Center. If so, that will be specified in the instructor's syllabus.

7. **Are dual credit courses pass or fail, and do they go on my high school transcript?**

Grades received when taking a college course for dual credit are reported in two ways. Student receives a letter grade on their college transcript and a numeric grade is reported to the high schools for midterms and final grades.

8. **Are accommodations available for dual credit students?**

Victoria College offers equal access to educational opportunities for all individuals. Disability support services are provided to qualified students with documented disabilities. For more information on eligibility requirements, please call (361) 572-6411.

9. **Where are the locations of the Learning Labs, and how can I find their hours of operation?**

MAIN CAMPUS

Mathematics & Accounting Lab, Johnson Hall, Room 208

Humanities Lab, Johnson Hall, Room 106

Science Lab, Health Sciences Center, Room 116

GONZALES CENTER

Gonzales Center, Room 100B

View hours of operation for all locations at VictoriaCollege.edu/LearningLab.

10. **Is my dual credit class all year long?**

Traditional college courses are 16-weeks long during fall or spring semesters. 4 and 8 week courses are also available based on high school allowances.

Dual Credit & Early Admission Agreement

- I understand that the student must complete an Apply Texas application and meet with their high school counselor to determine dual credit award before the registration process.
- I understand I will be enrolling in a college credit course(s) at Victoria College and will earn a letter grade that will be recorded on my permanent college transcript. A numerical grade may appear on the high school transcript for dual credit courses; conversion and weight of grades are the responsibility of the respective high school.
- I understand that as a minor, I may come into contact with adult content, controversial issues and opinions, and differing belief practices.
- I understand that Victoria College has no discretion to determine if any course(s) I take will count as dual credit on my high school transcripts.
- I also understand that it is my responsibility to know what my tuition and fees totals for the semester in which I am enrolled and pay by the deadlines set by Victoria College. It is my responsibility to be able to locate these payment deadlines. If I belong to a school district that pays for my tuition, fees, and/or books, that it is that school district determines as to the terms and conditions of what they will or will not award funds for, and in return it is my responsibility to make sure that those funds are applied to my account.
- If I elect to pay by a payment plan, I understand that the payment plan fee of \$20.00 is non-refundable. I understand that my initial payment method must remain the same for the second and third payment as per the payment plan agreement made with the Payments Office.
- I understand that if I wish to withdraw from or drop any of my college course(s) it is my responsibility to first discuss this matter with my parent(s) and high school counselor. I can officially drop a course through the Pirate Portal. I also understand that I may or may not receive a refund based on when I decide to withdraw from my college course(s). Knowing the refund periods is my responsibility.
- I understand that by enrolling at Victoria College, I am responsible for knowing, understanding, and following all policies, rules, and regulations at Victoria College in addition to following the rules and regulations set forth by the high school.
- I understand that all core curriculum courses are required by law to transfer to any public institution in the state of Texas. It is my responsibility to ensure that any coursework attempted at Victoria College follows an appropriate degree plan at my intended transfer institution.
- I understand that I and one parent/guardian are expected to attend Dual Credit Information Session prior to the first semester of enrollment.
- I understand my high school counselor(s) and principal(s) have legal, academic privilege to my Victoria College records.
- I understand that I may place out of a course using AP, CLEP, SAT, and/ or/ ACT scores so long as I have met the specified testing standard for that particular course. To have a credit by exam recognized, I understand that I must complete a credit by exam form and submit a copy of my scores to the VC Admissions Office.

Scan the QR Code to access the Dual Credit/ Early Admission Agreement Form



COLLEGE ACCESS & COMMUNITY PARTNERSHIPS

Phone: (361) 582-2563

Email: DualCredit@VictoriaCollege.edu

Office Hours:

Fall & Spring:

Monday–Friday • 8 a.m.-5 p.m.

Summer:

Monday–Thursday • 7:30 a.m.–5:30 p.m.

Physical Location:

Academic Building, Suite 104
Building #2 on VC Campus Map

Mailing Address:

Victoria College
Attn: College Access Department
2200 E. Red River Street
Victoria, TX 77901

College Access

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