



WAYNE STATE
UNIVERSITY

Winter 2024

Dual Enrollment Online Application Process

There are 4 Steps to the dual enrollment process.

1. Submit the University's online application **Please apply by Friday, November 3, 2023**
2. Complete & Return the W'24 dual enrollment forms to stacy.jackson@wayne.edu
DUE by Friday, November 3, 2023
3. Attend dual enrollment orientation **TBD**
4. Get Registered for W'24 classes **TBD**

Step 1: Submit the University's online application



SCAN ME!

REMINDER:

- **DO NOT** pay the \$25 application fee, please skip it, it is waived
- **DO NOT** upload transcripts, I will get them from Cass Tech
- **DO NOT** try to download or sign the parent consent form



WAYNE STATE UNIVERSITY

Detroit Public Schools Community District - Cass Technical High School Winter 2024 Dual Enrollment Registration Form

Please complete the information below in blue or black ink (please print):

Name _____

Address _____

City _____ Zip Code _____

Email _____ Phone _____

High School Class Level for Winter 2024 freshman sophomore junior senior

I am a returning WSU Dual Enrollment student Yes _____ No _____ WSUID# _____

I would like to enroll in _____ course(s) for the Winter 2024 semester. Please indicate the course(s) that you plan to enroll by marking an "X" before the desired course(s).

(Please indicate above the number of courses requested. A maximum of 2 courses can be taken each semester. Students are expected to attend the full class meeting times. If you have extracurricular activities that would conflict with these course meeting times, please reconsider enrolling in a dual enrollment course.)

Select Course Choice	Course Number	CRN (WSU Staff use only)	Course Information	Meeting Day and Time
	B A 1000 (1 credit)	25044	Student Success & Career Development	Wednesday 3:45 p.m. – 5:00 p.m.
	B A 1500 (3 credits)	25716	Business Tools & Applications	Tuesday/Thursday 3:45 p.m. – 5:00 p.m.
	COM 3330 (3 credits)	25723	Business & Professional Presentations	Tuesday/Thursday 3:45 p.m. – 5:00 p.m.
	MGT 5550 (3 credits)	25718	Improv to Business	Monday/Wednesday 3:45 p.m. - 5:00 p.m.

I understand that course schedules will be determined based on availability of classes. Admission to Wayne State University and final approval of course enrollment by the DPSCD School District will be required before course registration. I have also read, understand, and will adhere to the policies and guidelines set forth in the Academic Performance Dual Enrollment Guidelines and the Student Code of Conduct.

Student Signature

Parent or Legal Guardian Signature



WAYNE STATE UNIVERSITY

Dual Enrollment Program Academic Performance Guidelines

High school students enrolled in the dual-enrollment program classes offered by Wayne State University, will be expected to demonstrate the same academic performance as is expected of regular Wayne State University students.

Participants in dual enrollment courses are expected to be present during the entire class meeting time. If you are involved in extracurricular activities that may interfere with course attendance, enrollment in a dual enrollment course will not be appropriate at this time.

All grading policies detailed in the University Undergraduate Bulletin will apply to courses taught through this program.

In cases of academic performance issues, withdrawal decisions must be made in the appropriate time frames. Withdrawal decisions must be made *before the final examination period begins*. Retroactive course withdrawals, after the course has been completed, and a grade earned, will not be granted. Any exceptions to this WSU academic policy will be administered in accordance with the same standards that apply to regular WSU students. This means that the following two requirements must both be satisfied for consideration for a retroactive withdrawal:

1. The circumstances that prevented initiating the request to withdraw prior to the deadline must be documented. An example of a circumstance that would be considered is a serious illness occurring at the end of the withdrawal period.
2. The instructor must support the appeal. S/he should provide a written statement outlining the reasons why this appeal is being supported, verifying that the student did not take the final examination (or complete final course work), and identifying the appropriate withdrawal mark of WP, WF, or WN.

Appeals will not be considered unless both conditions are met: Extenuating circumstances preventing timely withdrawal and instructor support. Choosing not to take the final exam on or after the first day of the final exam period, is not, in and of itself, an extenuating circumstances.

Student Signature

Parent or Legal Guardian Signature



WAYNE STATE UNIVERSITY

FERPA RELEASE

Name of Student: _____ Birth Date: _____

I, the undersigned, authorize WSU to release records and information relating to grades, course performance, disciplinary proceedings, tuition and fees, schedules, and financial aid to:

Detroit Public Schools Community District

for the purpose of monitoring education progress and facilitating education and administrative processes.

I understand that (1) I have the right not to consent to the release of my education records; (2) I have the right to receive a copy of such records upon request; (3) and that this consent shall remain in effect until revoked by me, in writing, and delivered to WSU, but that any such revocation shall not affect disclosures previously made by WSU prior to the receipt of any such written revocation.

Student's Signature

Date

Signature of Parent or Guardian
(required for students under 18)

THIS INFORMATION IS RELEASED SUBJECT TO THE CONFIDENTIALITY PROVISIONS OF THE FAMILY EDUCATION RIGHTS PRIVACY ACT (FERPA) AND OTHER APPROPRIATE STATE AND FEDERAL LAWS AND REGULATIONS WHICH PROHIBIT DISCLOSURE OF EDUCATIONAL INFORMATION WITHOUT THE SPECIFIC WRITTEN CONSENT OF THE PERSON TO WHOM IT PERTAINS, OR AS OTHERWISE PERMITTED.

Shaded area for Registrar's use only.

SOAFOLK updated by:

SOAFOLK updated on: