



Simmons College of Kentucky

Dual Credit Program

Student and Parent/Guardian Agreement

By signing this agreement, I acknowledge my understanding that I am now enrolled in a college-level course and that I am subject to the policies of Simmons College of Kentucky. My work will be graded and evaluated on the same standards applied to traditional students enrolled in the course. Each course a student takes at Simmons College of Kentucky will be a part of their permanent academic record.

By FERPA legislation, only students will have access to his or her grades. Students can choose and agree in writing to allow parent(s)/guardian(s) to see grades by submitting the following form at the link provided: <https://simmonscollegeky.edu/learn/student-forms/ferpa-consent/>

Also, I understand that any communication concerning grades, student billing as well as other information that come from Simmons College of Kentucky will be sent directly to the student’s Simmons College of Kentucky email address.

When taking a dual credit course, pass/fail will not be an option. Students need to review the descriptions and prerequisites of the course(s) they are taking to ensure they are prepared to succeed. All “Drops,” and “Withdrawals” must follow the institutional processes in place, meaning all drop and/or withdrawal forms must be submitted to the Office of the Registrar with all required signatures. The date on which the withdrawal or drop is requested in the Student Record System is the effective withdrawal or drop date. The effective withdrawal date is used for all calculating applicable tuition reduction.

Please understand that financial cost is a part of this program. Some fees may be paid by the Kentucky Dual Credit Scholarship; more information can be found on the KHEAA website www.kheaa.com Please review Simmons College of Kentucky’s website www.simmonscollegeky.edu for billing information regarding student accounts. Any remaining balance that may occur on a student’s account not met by the established institutional deadlines may be subject to financial penalties and may create a financial hold on all records. This will affect a student receiving their transcript upon completion of the program.

At Simmons College of Kentucky, there is no application fee. This will apply to any student who is participating in the dual credit program. However, any student who does not make satisfactory payment agreements on their past due accounts may have their accounts placed with a billing service. If not paid through the billing service, the unpaid account may be forwarded to a collection agency.

By signing this contract, both the signatures of the student and parent(s)/guardian(s) agree to the respective terms which creates an enforceable agreement between all said parties and Simmons College of Kentucky, especially regarding unpaid accounts— costs and expenses of collection— including attorney fees.

The below-undersigned acknowledgment and/or agreement will comply with the noted above terms of this agreement. **PLEASE PRINT AND SIGN FORM – RETURN TO OFFICE OF ADMISSIONS**

Print Student Full Name: _____ **Date of Birth** _____

Student Signature Required: _____ **Date** _____

Print Parent/Guardian Name: _____ **Parent Email:** _____

Parent/Guardian Signature Required: _____ **Date:** _____