

MONTGOMERY COUNTY PUBLIC SCHOOLS**Dual Credit Refusal Form**Office of Curriculum and Instructional Programs
MONTGOMERY COUNTY PUBLIC SCHOOLS
850 Hungerford Drive, Rockville, Maryland 20850

All college courses on the [approved list](#) are eligible for advanced level high school credit. Advanced level credits positively impact the weighted grade point average (WGPA) and assist in meeting high school credits needed for graduation. The grade earned and credit posting to the high school transcript will be automatic if the course is pre-approved for high school credit and taken at Montgomery College. All posting of credit for courses that are pre-approved for high school credit and taken at other colleges/universities will go through the high school registrar or counselor once the student submits the college/university official transcript. If students do not wish to receive high school credit for college courses, OR they wish to take a college course that is not approved for high school credit, students must complete Parts I, II, and III below before returning this form to the school's Dual Enrollment Program Assistant (DEPA). Otherwise, students only need to complete Parts I and II, initial the bottom of the page, and return the form to the high school counselor. All decisions related to the refusal of credit or enrollment in college courses not approved for high school credit must be made during the course scheduling process and are final.

PART I: STUDENT INFORMATION

Student Name _____ MCPS 10-Digit ID Number _____
 High School _____ Grade _____
 School Year _____ Semester (Check One): Fall Winter Spring Summer

PART II: AUTHORIZATION

By signing below, we acknowledge that we have read and understand the content and purpose of this form. We further understand that this form must be completed prior to enrolling in a college course and that changes cannot be made once the form is signed and submitted. In addition, we understand that by being allowed to take a college course not approved for high school credit or refusing to accept high school credit for an approved course, the course grade will not appear on the high school transcript and credit will not be given toward high school graduation requirements.

We discussed this option with the student's counselor on ____/____/____.

#	List ALL college courses for the semester checked above	Dual Credit	Student Initials	Counselor Initials
1		<input type="checkbox"/> Accept <input type="checkbox"/> Refuse		
2		<input type="checkbox"/> Accept <input type="checkbox"/> Refuse		
3		<input type="checkbox"/> Accept <input type="checkbox"/> Refuse		
4		<input type="checkbox"/> Accept <input type="checkbox"/> Refuse		
5		<input type="checkbox"/> Accept <input type="checkbox"/> Refuse		

PART III: SIGNATURES (This section only needs to be completed if students are opting out of dual credit for courses listed above, otherwise student and counselor initial below.)

The top portion of this section only needs to be completed if the student is opting out of dual credit for any of the courses listed above or choosing to take one or more of the courses listed above that are not approved for high school credit. Otherwise, the student and counselor should initial in the space identified in the lower part of this section acknowledging this information has been discussed and the student will not opt out of the dual credit opportunity.

Student Signature _____ Date ____/____/____
 Parent/Guardian Signature _____ Date ____/____/____
 Printed Name of Counselor _____
 Counselor Signature _____ Date ____/____/____
 Printed Name of DEPA _____
 DEPA Signature _____ Date ____/____/____
 Printed Name of Principal _____
 Principal Signature _____ Date ____/____/____

OR

_____/____ Information has been discussed. The student listed above will not opt out of this dual credit opportunity.
 (Student/Counselor Initials) (Counselors should return the completed form to the DEPA)

DEPA DIRECTIONS: Log into your MCPS Google account and view the directions at <https://tinyurl.com/MCPS-DC-Refusal>.