



Fall 2024 Dual/Concurrent Credit Special Admit Registration Checklist

Please visit our website for more information on program procedures and restrictions

www.collin.edu/express/dualcredit/

Meet with your High School Counselor!

- Discuss what opportunities may be available to you for dual or concurrent credit and find out if they have any specific dates, deadlines, or procedures you need to follow in addition to Collin College's.

Apply at applytexas.org (New Students)

- Double check you are applying for the correct term and that you fully submit your application.
- Please allow 2-3 business days for your application to be processed.
- Your Workday and OneLogin information will be emailed to your personal email once accepted. Be sure to check your spam folder.

Set up OneLogin

- You'll receive your OneLogin username and temporary password via helpdesk@collin.edu
- Tip: Set up OneLogin on a device that you will have access to at all times.*
- Click on the Workday app in the OneLogin portal (collin.onelogin.com)
- Please review your customized list of registration requirements through Workday Tasks

TSI (New Students)

- Take the TSIA2 or provide proof of waiver/exemption
 - Minimum score requirements for the TSIA, waivers, and exemptions on page 2
- Additional information and sign up instructions are available online at: www.collin.edu/studentresources/testing/availabletesting/tsi.html
- Returning students with a partial TSI status will not see a TSI hold, but may need to provide scores if they are signing up for a course in the subject that they do not have scores for on file.

Bacterial Meningitis Vaccine (Students taking courses on a Collin Campus)

- Students taking courses on a Collin campus will need to provide a valid bacterial meningitis vaccine record or exemption at least 10 days prior to the start their course through [Med+Proctor](#).
- More information available online at www.collin.edu/meningitis

Clear any other action items/holds on your account

- www.collin.edu/register/hold_info_guide.html

Complete your HS permission form with your HS Counselor (Every Semester)

- Choose your courses
 - Review the [online schedule](#) (early April) and [course descriptions](#) (anytime) for available courses
 - Reach out to a [Special Admissions Coordinator](#) or homeschool@collin.edu if you need advising
- Your HS counselor will submit this form to dualcredit@collin.edu on your behalf

Register (This step will not be available until early April 2024)

- All registration will be done online through Workday**
 - Go to your "Academics Hub"
 - On the left side under "Planning and Registration" click on "Find Course Sections"
 - Use the search features to find courses that work for you, you can register for one course at a time or build a saved schedule and register from your saved schedule once you are happy with it.

Payment

- You may pay online through Cougarweb or through the Cashier's Office
- More information about payment methods, policies and installment plans is available online at www.collin.edu/bursar/paymentpoliciesandmethods.html
- All payment must be completed by Collin's posted payment deadlines

Additional Information for Dual/Concurrent Registration

Texas Success Initiative (TSI)

<i>New TSIA2 Minimum Score Requirements—beginning January 11, 2021</i>		
English Language Arts & Reading (ELAR)		Math
CRC 910—944 w/Diagnostic level 5-6 and Essay 5-8		CRC 910-950 w/Diagnostic level 6
<u>OR</u>		<u>OR</u>
CRC 945—990 w/Essay 5-8		CRC 950-990
<i>Old TSIA Minimum Score Requirements—Prior to January 11, 2021</i>		
Reading	Writing	Math
351	Essay score of 5 or Essay score of 4 and multiple choice of 340	350

<i>Exemption Scores (minimum scores listed):</i>			
Test	Combined/Composite Requirement	Exempts TSI Reading & Writing	Exempts TSI Math
<u>SAT (after March 2016)</u>	N/A	Evidence Based Reading/Writing 480	Math 530
<u>ACT</u>	Composite 23	English 19	Math 19
<p><i>All test scores must be received through official document (transcript) and need to be sent to Collin from the testing source. The Collin College code for ACT is 4046 and SAT is 1951. [www.actstudent.org (ACT) or www.collegeboard.org (SAT)]. Please note that it can often take 2-3 weeks to get scores from ACT or College Board.</i></p>			

<i>Temporary Waiver for Dual Credit students (minimum scores listed):</i>			
Test	Combined/Composite	Waives TSI Reading & Writing	Waives TSI Math
<u>PSAT/NMSQT</u>	N/A	Evidence-Based Reading & Writing: 460	Math: 510
<u>ACT-Aspire</u>	N/A	English: 435	Math: 431
<u>STAAR</u>	N/A	English II: 4000	Algebra I: 4000 and min. final grade of 70 in Algebra 2
<p style="text-align: center;"><i>Waivers are only needed for the subject you want to take. All test scores must be documented on an unofficial score report (PDF downloads from online test portals)</i></p>			

Get Ready to Start Classes!

Order books/course materials

collin.bncollege.com/

ACCESS/Disability Services

To receive accommodations in your Dual Credit classes, you must apply through the ACCESS Office, more information is available at www.collin.edu/studentresources/disabilityservices/index.html

Get your Collin ID made in any Student Engagement Office