Hitchcock High School

College of the Mainland

Dual Credit Registration Guide

**NEW STUDENTS BEGIN HERE**

* Apply to COM at [www.applytexas.org](http://www.applytexas.org). You must apply with your Social Security number. If you don’t have a SS number, please contact the COM advisor assigned to your school. There is no application fee for College of the Mainland. **First-time users to this website must** **create a new account** before you can complete an application.

Username \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Password \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* Once you have created an account you must **complete an application**. Pick “2-year school” and select College of the Mainland from the drop down box. The entire application is six pages and you will receive an Application ID once you submit your application.

Application ID: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

It takes four business days to process the application. You will receive an email once your application has been processed on how to receive your COM ID number. You must have a COM ID number in order to take the TSI assessment at your high school. COM ID: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* Submit proof of Bacterial Meningitis shot within the past five years to COM admissions office.
* Complete the TSI assessment (see dates below) or submit official test scores. Submit official test scores if you have exemption level scores in a sealed envelope to the COM advisor. See Testing Information Handout for exemption scores and testing requirements available in your high school Counseling Center and online at [www.com.edu/dual-credit](http://www.com.edu/dual-credit).

**RETURNING STUDENTS BEGIN HERE**

**Registration Days at COM Main Campus**

Current DC students: ***Thursday, May 7th*** juniors after class, 8:30 a.m. @ COM

**Friday, May 8th** 8-12 p.m. @ HHS Ms. Gazda office

**TSI Assessment Days at COM Main Campus**

To Be Announced

We will notify students and have them sign up.

If you are a current DC student we will meet after class, Thursday, May 7th at 8:30 in the Admissions Bldg. New students register for Dual Credit classes at your high school on May 8th, 2015.

You must have your signed Dual Credit Form to register. Students taking an online Dual Credit class are required to complete the *Online Learner Workshop* prior to registering for Online classes. Please see Online Dual Credit Class Handout available in your high school Counseling Center or online at [www.com.edu/dual-credit](http://www.com.edu/dual-credit).

**Tuition and Fees 2015-2016**

* In District: $200 for 1-2 classes per semester
* $75 for 3rd class
* Online fee $35, hybrid $25
* Additional fees for online and lab classes will be applied.

**Contact**:

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