



# Santa Fe High School

## Dual Credit Registration Guide



### NEW STUDENTS BEGIN HERE

#### Application Day at Santa Fe High School

Thursday, January 28 2:30 – 5:30 p.m.  
SFHS Career Center (E103)

- 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 three to five business days to process the application. You will receive an email once your application has been processed on how to receive your COM ID. 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 vaccination within the past five years to the COM advisor, if you are enrolling in an online class or classes held on a College of the Mainland campus.

### RETURNING STUDENTS BEGIN HERE

- Submit official test scores if you have exemption level scores to the COM DC advisor. If taking the Texas Success Initiative (TSI) see your schools counseling center to sign up and receive your voucher for a free testing session. A Pre-Assessment activity must be completed prior to taking the TSI.

#### TSI Assessment Days at Santa Fe High School

Sign up in SFHS Career Center before Tuesday, Feb. 9, 2016, 2:30 – 5:30 p.m.  
Testing held in rooms A101, A102 and A103.

- Register and pay for your Dual Credit classes at your high school on April 27, 2:30 – 4:30 p.m. in SFHS College Center.
- You must have your signed Dual Credit Form, signed by your counselor to register. Students taking an online Dual Credit class must complete the Online Learner Workshop prior to registering for Dual Credit 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).

Kody Allred <a href="mailto:kallred@com.edu">kallred@com.edu</a> 409-933-8697 COM 409-927-3136 SFHS	College of the Mainland Dual Credit 409-933-8679 <a href="mailto:dualcredit@com.edu">dualcredit@com.edu</a>
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#### Tuition and Fees 2016-2017

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