



# Dual/Concurrent Enrollment Checklist

Please return this form with supporting documentation to Porterville College Dean of Instruction, Kailani Knutson, by the second Friday of each semester.

Course \_\_\_\_\_

CRN \_\_\_\_\_

Instructor \_\_\_\_\_

Site \_\_\_\_\_

Syllabus includes all required elements (Include copy)

- CRN
- Student Learning Outcomes
- Day(s)/Time(s) Location of class meetings
- Disability statement
- Course schedule

High School and Porterville College rosters match (Include copies of both)

***\*\*Final rosters with supporting documentation to be turned into Porterville College Admissions and Records no later than 3 business days after the course end date.***

I certify that the above is correct.

\_\_\_\_\_

Name (Print)

\_\_\_\_\_

Sign

\_\_\_\_\_

High School

\_\_\_\_\_

Date

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For Porterville College use

All documents verified

\_\_\_\_\_

Signature

\_\_\_\_\_

Date