"Dual Credit" and "Sponsored Dual Credit" Programs
2023-2024
Registration, Drop, and Withdrawal Due Dates

High School *Semester* Class

KCC Term	Registration Due Date	Drop Date	Withdraw Date	Grade Entry
Fall 2023	*September 25, 2023	*September 29, 2023	*November 17, 2023	12/04 – 12/11 by noon
Winter 2024	December 04, 2023	December 08, 2023	January 19, 2024	03/18 – 03/25 by noon
Spring 2024	March 01, 2024	*April 05, 2024	*May 24, 2024	06/10 – 06/17 by noon

High School *Trimester* Class

KCC Term	Registration Due Date	Drop Date	Withdraw Date	Grade Entry
Fall 2023	* September 25, 2023	*September 29, 2023	*November 17, 2023	12/04 – 12/11 by noon
Winter 2024	* January 08, 2024	*January 12, 2024	*March 1, 2024	03/18 – 03/25 by noon
Spring 2024	* April 01, 2024	*April 05, 2024	*May 24, 2024	06/10 – 06/17 by noon

Students must submit Dual Credit registration forms to the Dual Credit H.S. Instructor by the specified "Registration Due Dates" to be eligible to receive KCC credit
**********All dates with an asterisk match with KCC Academic Calendar dates**********

Any student wishing to drop a dual credit class is responsible for doing so by the specified "Drop Date" for each term. The student must submit a drop form to the Dual Credit high school instructor with the student and instructor's signature. A drop will not show on the student's KCC transcript nor affect the KCC GPA. If a student has missed the drop due date, the course will be recorded on his/her KCC transcript.

A student may request a withdrawal from a course according to the specified "Withdraw Date." The withdraw date is later than the drop date. The course will be recorded on the KCC transcript as a "W" (Withdraw) grade, which will not affect the student's KCC GPA. The student must submit a withdraw form to the high school instructor with the student's and instructor's signature. If the student misses the withdrawal due date, he/she will be responsible for the course and the grade earned will be recorded on the KCC transcript.

The designated dates for the entry of grades are key important dates to remember as those dates are the ONLY dates that entry of grades may be completed in the system for the term your dual credit course falls in too. If you have any questions please contact Director of Accelerated Learning, Kelly Kandra.

All forms are available through the high school instructor or by contacting the Director of Accelerated Learning by email at KCCDualCredit@klamathcc.edu or by phone at 541-880-2337.