KLAMATH
Community College

"Dual Credit" and "Sponsored Dual Credit" Programs
2024-2025
Registration, Drop, and Withdrawal Due Dates

High School *Semester* Class

KCC Term	Registration Due Date	Drop Date	Withdraw Date	Grade Entry
Fall 2024	*September 30, 2024	*October 4, 2024	*November 22, 2024	12/09 – 12/16 by noon
Winter 2025	December 16, 2024	* January 10, 2025	January 17, 2025	03/17 – 03/24 by noon
Spring 2025	March 17, 2025	*April 04, 2025	*May 23, 2025	06/09 – 06/16 by noon

High School *Trimester* Class

KCC Term	Registration Due Date	Drop Date	Withdraw Date	Grade Entry
Fall 2024	* September 30, 2024	*October 4, 2024	*November 22, 2024	12/09 – 12/16 by noon
Winter 2025	* January 06, 2025	February 14, 2025	*February 28, 2025	03/17 – 03/24 by noon
Spring 2025	* March 31, 2025	*April 04, 2025	*May 23, 2025	06/09 – 06/16 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.