



Dual Enrollment Information Sheet for Parents and Students:

The University of Mobile's Dual Enrollment program allows high school students to earn both college credit and high school credit for qualifying coursework. To qualify for dual enrollment, a course must be comparable to a specific UM course, achieve the same college-level outcomes, and be taught by instructors who meet UM's faculty credential requirements.

Dual Enrollment allows students to:

1. Enter college with some coursework already completed, possibly reducing the time needed to reach graduation. (It is the student's responsibility to determine whether and how a particular course will transfer to institutions other than the University of Mobile.)
2. Experience the rigors and advantages of college-level coursework while progressing toward high school graduation. Gaining a taste of collegiate work while still in the familiar high school environment can ease the transition after graduation. UM's Dual Enrollment students also enjoy access to our Bedsole Library resources.
3. Save money. UM's Dual Enrollment processing fee is less than a fifth the cost of our regular tuition.

What you need to know about Dual Enrollment:

- UM faculty closely evaluate course content to assure it is college-level, corresponds to coursework we offer, and is aligned with our mission.
- High school faculty teaching UM's Dual Enrollment courses must meet the same academic qualifications needed to teach the course at the University of Mobile.
- Students registering for Dual Enrollment courses take on the responsibility of actual college coursework. Grades earned become a part of their permanent academic records at UM. Our Registrar establishes a drop date, approximately 60% through the course, before which students can withdraw from courses if they choose.
- Dual Enrollment students participate in the same course/instructor evaluation process as all other UM students.
- University of Mobile representatives conduct campus visits to assure students are being taught by qualified faculty and have appropriate facilities and support services available to them as they participate in Dual Enrollment courses.
- UM's Dual Enrollment program is intended for students who will be pursuing baccalaureate degrees or other degrees specifically designed to include Dual Enrollment credit.
- A maximum of 21% percent of a student's UM degree requirements may be earned through UM Dual enrollment credit. (Dual Enrollment credit is considered to have been earned at an off-campus instructional site.)

How does a student apply?

UM's Admissions Office provides an online application link to the high school counselor to distribute to students who have met the school's criteria to participate in Dual Enrollment.

How do we pay for dual enrollment?

The high school establishes the exact cost and payment process and collects fees. The University of Mobile invoices the school at the conclusion of the courses. Parents do not pay UM directly.

How do students request transcripts reflecting the credit they have earned?

After completing UM coursework, Dual Enrollment students may request transcripts be sent to the school of their choice at <https://umobile.edu/office-directory/registrars-office>. **Official transcripts** are requested through the National Student Clearinghouse which charges a fee. **Unofficial transcripts** can be sent from the UM Registrar's office at no charge.

What if a University of Mobile Dual Enrollment student has a concern or complaint?

As any other UM students, Dual Enrollment students have the opportunity to voice complaints, and it is important to us as an institution to ensure these are addressed promptly, fairly, and with consistency. Students wishing to submit complaints may contact the Academic Affairs Office at the University of Mobile at 251.442.2360 for information on UM's student complaint procedures and to obtain a UM Student Appeal form.