



# **Dual Enrollment**

Florida Panhandle Technical College

## **FPTC Dual Enrollment Application 2026.2027**

**\*\*Summer Applications Due April**

**\*\*Fall Applications Due May**

**\*\*Spring Applications Due November**

**\*\*See Page 5 for specific dates for underclassmen and Seniors.**

**All new students AND students returning in August must bring required documents to FPTC Student Services located in the administration building to complete the application process.**

Office hours (Fall/Spring) Monday through Friday, 7:30 am – 3:00 pm

Office hours (Summer) Monday through Thursday, 7:00 am – 4:00 pm

**ACKNOWLEDGMENT:**

Parent / Guardian Initials \_\_\_\_\_ Student \_\_\_\_\_



## Requirements for Dual Enrollment Application

1. Online Application at [www.fptc.edu](http://www.fptc.edu) for first-time FPTC students
2. Current Dual Enrollment Eligibility Form signed and dated by **school counselor**
3. FPTC Probationary Contract with **student** and **parent's signature**
4. Emergency Contact. Minor Student Sign Out, Transportation form with **parent's signature**
5. Driver License/Picture ID
6. Official transcript as of last grade completed
7. High School Class Schedule (For current Fall or Spring Term)
8. **COPY OF IEP from Home High School (if applicable)**
9. NCCER Registration and Release Form (ONLY for those in *Carpentry and Welding*) with **student** and **parent's signature**
10. Parking Permit (if applicable)
11. FOUNDATION Documentation – **REQUIRED** for ALL Dual Enrollment Students. Complete and Signed by **all parties**.
12. **Parent/Guardian AND Student initial each page where indicated**

**All new students AND students returning in August must bring required documents to FPTC Student Services located in the administration building to complete the application process.**

Office hours (Fall/Spring) Monday through Friday, 7:30 am—3:00 pm  
Office hours (Summer) Monday through Thursday, 7:00 am—4:00 pm

### **INITIAL THE BOTTOM OF EACH PAGE TO ACKNOWLEDGE UNDERSTANDING**

*Minimum of two (2) 60-minute clock hours on campus at FPTC required - NOT 2 high school periods*

ANTICIPATED FPTC SCHEDULE: 8-11\_\_\_\_\_ 10-2.30\_\_\_\_\_ 11.30-2.30\_\_\_\_\_ 8-2.30\_\_\_\_\_



Thank you for choosing **FPTC** to aid in developing your desired career. High school students have the dual enrollment option of attending career and technical education (CTE) courses through the Tech College. This opportunity will lead to earning high school credit(s) and lead to earning a technical certificate and industry certifications with a possibility of college credit through statewide articulation agreements. In order for the experience to be meaningful, dual enrolled students must attend a **minimum of 2 hours daily**. To be eligible, the student must be at least 16 years of age and have a cumulative unweighted GPA of 2.00 or higher.

To serve the students of high schools in our surrounding counties, a wide variety of CTE programs are offered. Programs available to dual enrolled students are listed below. Additional program information can be obtained through the website at [www.fptc.edu](http://www.fptc.edu), by visiting our campus or by calling Student Services at 850.638.1180 ext. 6317.

*Summer term availability for programs will be based on enrollment numbers unless otherwise noted.*

<b>ARTS, A/V TECHNOLOGY &amp; COMMUNICATION</b> <ul style="list-style-type: none"> <li>• Digital Media/Multimedia Design</li> <li>• Digital Photography Technology</li> <li>• Digital Video Technology (includes Drone)</li> </ul>	<b>INFORMATION TECHNOLOGY</b> <ul style="list-style-type: none"> <li>• Cloud Computing &amp; Virtualization (CC&amp;V)</li> <li>• Network Support Services</li> <li>• <b>(Prerequisite: CC&amp;V)</b></li> <li>• Applied Cybersecurity</li> <li>• <b>(Prerequisite: CC&amp;V)</b></li> </ul>																	
<b>ARCHITECTURE AND CONSTRUCTION</b> <ul style="list-style-type: none"> <li>• Drafting (AutoCAD)</li> <li>• Carpentry*</li> </ul> <p>Carpentry schedule from  <b>8-11</b> <u>OR</u> <b>10-2.30</b></p> <p><b><i>PM (11.30-2.30) REQUIRES TEACHER APPROVAL DUE TO OFF-SITE LIVE WORK SCHEDULES.</i></b></p>	<b>LAW, PUBLIC SAFETY &amp; SECURITY</b> <p><b>*The CJ BAT must be <u>taken and passed</u> before credit may be earned for coursework.</b></p> <ul style="list-style-type: none"> <li>• Florida Law Enforcement Academy</li> <li>• (Classes meet Monday – Thursday : No Friday)           <table style="margin-left: 20px;"> <tr> <td>Schedule Options:</td> <td>Morning</td> <td>7:30 am—11:30 am</td> </tr> <tr> <td></td> <td>Afternoon</td> <td>12:00 pm—4:00 pm</td> </tr> <tr> <td></td> <td>All Day</td> <td>7:30 am—4:00 pm</td> </tr> </table> </li> <li>• Correctional Officer           <table style="margin-left: 20px;"> <tr> <td>(Classes meet Monday - Thursday : No Friday)</td> <td>7:30 am—11:30 am</td> </tr> <tr> <td></td> <td>Afternoon</td> <td>12:00 pm—4:00 pm</td> </tr> <tr> <td></td> <td>All Day</td> <td>7:30 am—4:00 pm</td> </tr> </table> </li> </ul>	Schedule Options:	Morning	7:30 am—11:30 am		Afternoon	12:00 pm—4:00 pm		All Day	7:30 am—4:00 pm	(Classes meet Monday - Thursday : No Friday)	7:30 am—11:30 am		Afternoon	12:00 pm—4:00 pm		All Day	7:30 am—4:00 pm
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<b>HEALTH SCIENCE</b> <ul style="list-style-type: none"> <li>• Patient Care Technician           <p>(PCT students <b>must attend the first 3 weeks of the summer term</b> prior to enrolling in August. Students must also turn 18 years old within two months (by July) of completion of the program. PCT dual enrolled classes are scheduled 11:30 to 2:30 daily during the Fall and Spring terms.)</p> </li> <li>• Pharmacy Technician           <p>(Pharm Tech students <b>must attend the first 3 weeks of the summer term</b> prior to enrolling for the August term of their junior year.)</p> </li> </ul>	<b>MANUFACTURING</b> <ul style="list-style-type: none"> <li>• Welding Technology</li> </ul> <b>TRANSPORTATION</b> <ul style="list-style-type: none"> <li>• Master Automotive Service Technology</li> <li>• Diesel Systems Technician</li> </ul>																	

\*Abbreviated names are used here, please check the catalog for full names/frameworks.

Always check [www.fptc.edu](http://www.fptc.edu) for the most recent additions for Dual Enrollment Options.



## 2026.2027 Dual Enrollment Policies

Florida Panhandle Technical College (FPTC) encourages students to enroll into programs as early as practical for the best opportunity of program completion and certification. The statutes of Florida state that students in grades 9-12 may enroll in post- secondary coursework, and further direct that post-secondary institutions ensure the students complete their general education core course requirements before participating in elective post-secondary coursework. For career dual enrollment in certificate programs, students are only awarded the equivalent high school credit upon completion of the entire dual enrollment course. **A senior student cannot be enrolled in a course that they cannot complete by graduation.**

FPTC's accreditation requires students enroll with the expectation of program completion, certification, and employment after graduation. Therefore, if a program has a license that requires the student to have a high school diploma for licensing, and/or be eighteen (18) years of age to take or pass the associated licensing exam, or to hold the professional license after passing the test, then those students may not enroll early in those programs, and may only enroll when they will meet those requirements, regardless of grade or other standing.

For all Dual Enrollment Students, the statutes also direct the following minimum requirements must be met by the student:

- Be 16 years of age,
- Have at least 11 high school credits,
- Have and maintain a minimum of a 2.0 unweighted grade point average.
- Meet attendance requirements at high school and have **no more than 10% absenteeism** at the high school for the semester immediately prior to application to Technical College.
- Have no outstanding disciplinary actions, or prior actions which might hinder the program choice success. Any discipline actions shall be reviewed and approved by Administration prior to enrollment.
- Must CASAS, TABE\*, or PERT test to enroll, or provide a PERT, an ACT, or an SAT test dated less than 2 years from the enrollment date to meet the basic skills of the chosen program. Periodic testing will continue throughout the program until the required program basic skills are met.
- Be able to attend FPTC for the available schedule hours for the program of choice (see "Career Cluster Snapshot").

If enrolling as a full-time / dual-enrollment student in a CTE program, student must have completed all graduation requirements.

18 Credit Option: Full-time CTE pathway students will provide a letter from their high school stating the student has met remaining requirements to graduate. ***CTE pathways students must COMPLETE an entire program AND receive an industry certification to graduate with this option.***

Workforce Employability skills are a required portion of the CTE frameworks that must be met for satisfactory progression of Post-Secondary CTE programs. Therefore, student attendance, attitude, and adherence to any other set forth requirements is paramount.

**ACKNOWLEDGMENT:**

Parent / Guardian Initials \_\_\_\_\_ Student \_\_\_\_\_

## IMPORTANT: DUAL ENROLLMENT ATTENDANCE RULES

Unapproved/Excused/Approved Absences\*. **FPTC does not have "after the fact" excused absences, nor does FPTC recognize  $\frac{1}{2}$  days when public K-12 schools are out  $\frac{1}{2}$  a day.** This is because programs at FPTC are CLOCK HOUR BASED and time may only be counted or earned when the student is present, and grades may only be earned upon the completion of a course within the program of enrollment.

**FPTC Dual Enrollment students are allowed a maximum of 10 absences per school term (Aug-May)  
SOME PROGRAMS may not allow as many absences, please read the syllabus and talk to the instructor**

Dual students **may** be approved for an excused absence *depending on circumstances that arise*. The student is expected to communicate directly with their instructor PRIOR to absences (unless emergency situation) to arrange approval for absences. Because this college level program requires communication as a workforce skill, the student, not the parent/guardian/school should contact the instructor (unless emergency situation). The instructor acts in the place of an employer while students are enrolled at FPTC.

INITIAL HERE \_\_\_\_\_

If absences are approved, they will be excused pursuant to the instructor's discretion, **BUT** they will be counted toward the **total 10-day threshold** of MAXIMUM ABSENCES per term. Simply stated, a successful college experience requires commitment. So, dual enrolled students are expected to attend all their classes as scheduled. Regular class attendance coupled with thoughtful classroom engagement are required as outlined in the course syllabus for each class.

**Maximum Absences:** Attendance may not exceed ten (10) absences per term (Aug-Dec / Jan-May). To earn CLOCK HOURS, a student **must be present** and will **NOT EARN A GRADE** unless a course is **complete**.

**PROGRAM NOTE:** A student who is a SENIOR in high school MAY NOT enroll in a program course they cannot complete before their high school graduation (FS 1007.271). Should the student decide he or she wants to enroll in a course they cannot complete before graduation, then he or she may apply for admission and enroll and pay tuition and other fees as an adult student (FS 1007.263). Students MUST attend FPTC a minimum of 2 hours per day (clock hours-120 minutes not 2 High School periods).

Unless **otherwise specified in the instructor's syllabus**, attendance violations will be met with 1) a written warning and contact to home high school, and/or parent if needed; if attendance is not corrected, 2) Written and signed corrective plan to follow with no violations throughout the rest of the semester, 3) dismissal from the technical college for the semester immediately following the violation.

**Progressive Discipline:** Depending on the action or violation requiring address, and pursuant to FPTC's Satisfactory Academic Progress or Code of Conduct, or pursuant to the instructor's syllabus, whichever is the most concisely appropriate for the program, the student will be given the following progressive corrective action:

1. Written violation and expected corrective action, signed by instructor and student.
2. Additional information regarding the continuation, escalation, or addition to the original reason for discipline, with additional probation and corrective action, signed by student, instructor, and administrative designee. Provision to home high school.
3. Written notice of dismissal and any opportunity for curtailed re-enrollment, pursuant to violation, signed by student, instructor, and administrative designee. Provision to home high school. Drop form completed. Immediate dismissal.

Students will participate in and acknowledge understanding of a Student Orientation before enrollment is complete. The student should address any questions or concerns prior to enrollment for clarification.

Definitions:

- **PROGRAM** The entire program of study (comprised of total program hours).
- **COURSE** The individual courses within the total program that make up the total hours.

### ACKNOWLEDGMENT:

Parent / Guardian Initials \_\_\_\_\_ Student \_\_\_\_\_

APPLICATION\*\*DEADLINES /START DATES

<b>Summer (when offered)</b>	<b>April 1st</b> (**Sr. March 15th)	<b>START DATE</b>	Varies	<b>DROP/ADD End Date</b>	<b>End of 1<sup>st</sup> week of summer session</b>
<b>Fall (August) Enrollment</b>	<b>May 15th</b> (**Sr. April 15th)	<b>START DATE</b>	<b>2<sup>nd</sup> Week Aug</b>	<b>DROP/ADD End Date</b>	<b>Aug. 28th</b>
<b>SPRING (January) Enrollment</b>	<b>November 13th</b> (**Sr. October 30)	<b>START DATE</b>	<b>1<sup>st</sup> Week Jan</b>	<b>DROP/ADD End Date</b>	<b>Jan. 22</b>

**IMPORTANT FOR SENIORS!!!** NEW STUDENTS who will be a senior for upcoming enrollment year \*\*should schedule an appointment with Student Services to discuss program options as students cannot start courses that they cannot complete before graduation, thus some program options may be limited.

**NOTE:** An application is complete when the **student delivers completed program application with required signatures and documents to the FPTC Student Affairs Office**, no later than the application deadline. Please bring the documents in person so that copies may be made as needed.

**GRADES:**

- Grades are provided to High Schools in December and May each year.
- Grades will be provided as [P] Progress (incomplete – not eligible for credit) or [F] Final (complete – eligible for credit).
- If a student completes a course mid-term, or during summer, he or she must request the instructor, or student services, to provide that final grade to the high school, otherwise, it will be provided as indicated. [P] **Progress grades do not count toward credit or get a grade if the course is incomplete.**
- Gradebook grades DO NOT INDICATE a final grade for a course. These are used for current status and overall progress that will be averaged upon course completion. **Courses must be completed to earn a grade.** A student must complete, at minimum, the required course hours AND reach competency to complete the course.
- Successful completion of coursework will be defined as the student having earned a completion code of a W28, W29, or (possibly) W32 coupled with a final grade of A, B, or C. Grades of "D" are UNSATISFACTORY.
- A student who does not complete the hours and has not met competency will receive an "I" Incomplete on the final course drop.
- No incomplete course will receive a final grade or credit.
- Any incomplete course will receive an "I" Incomplete.

**Florida Statute 100.271** states that a career dual enrollment shall be available for secondary students seeking a degree or certificate from a complete career-preparatory program and may not be used to enroll students in isolated career courses. **This means that when a student enrolls at FPTC, they are expected to COMPLETE the program in which they enroll.** It is HIGHLY ADVISABLE that a student shadow the program they think they may desire to avoid enrolling in a program with which they may not desire to complete.

**ACKNOWLEDGMENT:**

Parent / Guardian Initials \_\_\_\_\_ Student \_\_\_\_\_



## Florida Panhandle Technical College

757 Hoyt St.  
Chipley, FL 32428  
[www.fptc.edu](http://www.fptc.edu)  
Phone: 850.638.1180  
Fax: 850.415.5378

### Dual Enrollment Eligibility Form

**Minimum Dual Enrollment Eligibility Requirements: Cumulative Unweighted High School GPA of 2.00 or higher,  
16 years of age or older**

Name \_\_\_\_\_  
First \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_

High School \_\_\_\_\_

DOB \_\_\_\_\_

Grade in 2025.2026 School Year \_\_\_\_\_

Active IEP? Yes\* \_\_\_\_\_ No \_\_\_\_\_

Unweighted Cumulative GPA \_\_\_\_\_

\*If "Yes"- MUST provide copy

Please Mark on Credit Option: \_\_\_\_\_ 24 Credit Standard Diploma **OR** \_\_\_\_\_ 18 Credit CTE Pathway Option

**FLEID: FL00000** \_\_\_\_\_

**Student SS#** \_\_\_\_\_

I recommend this student for the Dual Enrollment program listed below at Florida Panhandle Technical College.

\_\_\_\_\_  
Printed Name of Principal/High School Guidance

\_\_\_\_\_  
Signature of Principal/High School Guidance

\_\_\_\_\_  
Date

FPTC Program \_\_\_\_\_ Term: Summer \_\_\_\_\_ Fall/

Spring\*\* \_\_\_\_\_

**\*\*If Fall/Spring, student's current high school schedule is required.  
Summer not always available for every course. Announcements will be made after legislative session.**



## Probationary Contract

All students are enrolled into Florida Panhandle Technical College on a probationary period. I understand that if my application is accepted into Florida Panhandle Technical College, it will be on a probationary basis (ONE TERM (Dual Students) or (ONE YEAR (Adult Students)). I am aware of my probationary status. I understand that my past and future will have an effect on employment and some life experiences could prohibit me from employment in the workforce. It is my choice to apply and/or continue enrollment at Florida Panhandle Technical College. I understand that failure to comply with campus or school board policy and/or procedures can result in the termination of my enrollment. I also understand that progress monitoring of my attendance, conduct, and academic performance will be used to determine my continued enrollment status. If termination occurs, I understand that I will not be eligible for admittance into the technical college for a period of up to one school year from the date of dismissal.

**ATTENDANCE:** All Students should read the attendance policy in the FPTC Handbook/Catalog so that you are aware of the policies. Any dual enrolled student with attendance and/or performance issues will return to their home school campus the following semester. Dual Enrollment Students should be aware of the content in the FPTC Dual Enrollment Policies.

- Students are expected to contact their program supervisor/instructor prior to any absence. Information is provided to students in the program syllabus. Because FPTC frameworks include job-training, dual-enrollment students, not parents, should contact the instructor about absences, unless emergency situations when the student is unable to do so.
- The PROGRAM Syllabus will be available on canvas and provided to every student.
- A Dual Enrolled student having more than 10 unapproved absences within a semester will not be allowed to re-enroll at FPTC the semester following such absences (see Maximum Absences).
- Dual enrolled students who have poor attendance are unlikely to be successful in a program and will not be recommended back at the end of the term, for the following school term.
- Students withdrawn for poor attendance may re-apply on a waiting list/space available basis after approval from the desired program instructor, Student Affairs, and if necessary, administration. A re-application and re-registration after an attendance issue will result in a renewed, one-year probationary status.
- Students with extenuating circumstances leading to absence, i.e. hospital confinement, personal problems, extended illness, etc., may appeal to the Director or Assistant Director for an exceptional re-enrollment by using the student complaint form in the FPTC handbook/catalog. This is available from the FPTC FOCUS announcements section.

**ABSENCES:** FPTC approved absences are subject to policy. (See Maximum Absences)

- Is home because of a physician's directions.
- Other unavoidable circumstance (as approved by instructor or administration).

Any absence due to a school holiday or activity should be approved by the instructor PRIOR to the absence. FPTC does not participate in 1/2 days; therefore, district half days are not considered approved. Students MUST discuss with instructor for such situations.

Signatures below indicate the student and parent/guardian understand and consent to the Dual Enrollment Policies, Probationary and Attendance requirements, grades, enrollment minimums, and other affective rules in the FPTC Handbook/Catalog.

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**Printed Student Name**

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**Enrollment Date**

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**Student Signature**

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**Date Signed**

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**Parent or Legal Guardian Signature**

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**Date**

*(REQUIREED If student is dually enrolled or under age 18.)*

## FPTC Parking Permit

Please check one:

FPTC Faculty / Staff \_\_\_\_\_

Student: High School \_\_\_\_\_ Adult \_\_\_\_\_

Program: \_\_\_\_\_

### Contact Information

Full Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Automobile 1	Automobile 2	Automobile 3
Decal #: _____	Decal #: _____	Decal #: _____
Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____
Tag #: _____	Tag #: _____	Tag #: _____
Color: _____	Color: _____	Color: _____
<i>If other than FL tag list state. _____</i>	<i>If other than FL tag list state. _____</i>	<i>If other than FL tag list state. _____</i>

**Parking on campus is a privilege. Any of the following actions will result in loss of your parking permit:**

1. Driving in a reckless fashion at any time on campus property.
2. Use of vehicle to leave campus without proper checking out procedures.
3. Transporting another student off campus without proper approval (see authorization page).

Please note the following:

- Parking permits shall be affixed to the vehicle rear windshield, preferably the driver's side.
- Vehicles are subject to search as to the code of student conduct and discipline.

I have read the above information and understand the benefits and limitations of having a parking permit.

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Student Signature

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Parent or Legal Guardian Signature

**FPTC DUAL ENROLLMENT EMERGENCY CONTACT, SIGN-OUT, TRANSPORTATION INSTRUCTIONS**

## Dual Enrollment Student Emergency Contact and Pick-up/Sign-out Release

My child \_\_\_\_\_ may be picked-up or signed-out of school by the following persons:

NAME	PHONE NUMBER (DAYTIME)	RELATIONSHIP

If an emergency occurs concerning my child, the following person(s) may be contacted for immediate care or response (If SAME as above, write "SAME AS ABOVE" within the table – **do not leave blank**):

NAME	PHONE NUMBER (DAYTIME)	RELATIONSHIP

To protect our students, FPTC requires parental/guardian authority for any Dual Enrollment student who ride with another student. If your child may ride (arrive at or leave campus) with another student OR transport another student in their vehicle, individual names MUST be directed here. Parent/Guardian INITIAL beside each name and sign the bottom of page. If "NONE" write "NONE" – **please do not leave blank.**

My child \_\_\_\_\_ may:

**RIDE WITH:**  **INITIAL beside name**

**TRANSPORT IN THEIR VEHICLE**      INITIAL beside name

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100

---

INITIAL beside name

---

Initial

---

initial

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

---

Parent/Guardian PRINTED NAME

---

Parent/Guardian SIGNATURE

## **ACKNOWLEDGMENT:**

Parent / Guardian Initials \_\_\_\_\_ Student \_\_\_\_\_

**This form ONLY required for Electrician, Carpentry, and Welding enrollment. Parent signature IS REQUIRED**

# Registration and Release Form

*Please type or print legibly. Inaccuracies on this form may be reflected on credentials. This form must be completed to be entered into the NCCER Registry System. Records containing personal trainee information, including but not limited to score reports, training prescriptions, and transcripts, may not be distributed until this form has been completed.*



\* Denotes required fields.

ATS/AAC Name\*:

Name\*:

Job Title:

Address\*:

City\*:  State\*:  Zip\*:

Phone\*:   Home Number  Cell Number

Email Address\*:

Birth Date\*:  Birth City\*:

\* You must provide ONE of the following numbers to be entered into the NCCER Registry System. A unique Card Number will be generated once your Registration and Release Form has been entered into the system. Pipeline users MUST provide their SSN.

Social Security Number:

NCCER Card Number:

State DOE Student Number:  Which State?

Dept. of Corrections Student Number:  Which State?

Driver's License Number:  Which State?

If you provide the State DOE Student Number, then please first contact your Sponsor Representative to ensure your state I.D. type has been added to the Registry System. NCCER must approve all new Alternate I.D. types. Please contact NCCER Customer Support if you have any questions.

Optional Information:

Company/School Name:

Company/School Address:

City:  State:  Zip:  Phone:

I hereby authorize NCCER to verify information in my training and/or assessment records, which may include any of the personal information provided on this form. I agree to release and hold harmless NCCER for the disclosure of any such information in connection with this verification process. I confirm my understanding that any and all NCCER credentials and/or certifications I receive may be revoked by NCCER at any time, with or without notice, if it is determined that the organization through which I received them has violated the NCCER Accreditation Guidelines & Program Compliance standards or any other applicable policies and procedures promulgated by NCCER. I also understand and agree that NCCER shall have no legal, financial or other liability to me for the revocation of any certification or credential, and that financial liability for any funds paid to an organization for training, testing, assessment or other services associated with the issuance of such certifications or credentials shall rest solely with said organization.

→ Signature\*:  Date:

Parent/Guardian Signature:  Date:   
(Required if individual is under 18 years of age.)

**NOTE:** This form must be maintained on file per NCCER Accreditation Guidelines. Do not send to NCCER unless requested.

Updated 08/2020

V3.0

**This form ONLY required for Electrician, Carpentry, and Welding enrollment. Parent signature IS REQUIRED**



# FOUNDATION

## Dual Enrollment Application Documentation

***Parent and Student Must Sign***

**IMPORTANT: ALL DUAL ENROLLMENT STUDENTS  
MUST COMPLETE THIS APPLICATION**

**Submit the FPTC Foundation Documentation  
ALONG WITH THE Dual Enrollment Application to Student Services.**

This application is required for the Foundation to cover Dual Enrollment Expenses,  
but coverage is subject to available funds.

# FLORIDA PANHANDLE TECHNICAL COLLEGE FOUNDATION

## Documentation Requirements

The Florida Panhandle Technical College Foundation was established to help students who demonstrate financial need to attend technical programs at Florida Panhandle Technical College. The scholarships may be awarded for tuition, books and educational expenses as determined by the Foundation Committee.

### CRITERIA FOR SCHOLARSHIP ELIGIBILITY

The student must:

1. Be a U.S. Citizen and a Florida resident.
2. Be enrolled at Florida Panhandle Technical College in a technical program or accepted for enrollment as a full-time student.
3. Students currently enrolled in a FPTC technical program must have a 2.5 grade point average and an attendance record of at least 85%.
4. Demonstrate financial need by providing the results of the FAFSA (the Free Application for Federal Student Assistance). You cannot be considered for Foundation Scholarship Funds until your new FAFSA award year results are received by FPTC.
5. Adhere to the policies and procedures of Students' Responsibilities & Rights as described in the FPTC Course Catalog and Student Handbook.
6. Complete all information on the attached Scholarship Application. If you live with your parents, you must also include their information. Applications that are not fully complete will not be reviewed.
7. Submit the FPTC Foundation Scholarship Application ALONG WITH THE Dual Enrollment Application to Student Services.

### FPTC Foundation Committee

A standing committee from the Florida Panhandle Technical College Foundation membership will review applications and select scholarship recipients. Monies will be awarded without preference to race, religion, sex or national origin. Depending on the amount of funds available, the committee has the discretion to award as many scholarships of varying amounts to students.

*Foundation funds subject to availability*

### **ACKNOWLEDGMENT:**

Parent / Guardian Initials \_\_\_\_\_ Student \_\_\_\_\_



## Florida Panhandle Technical College Foundation Documentation

Name \_\_\_\_\_  
Last \_\_\_\_\_ First \_\_\_\_\_ M.I. \_\_\_\_\_

Address \_\_\_\_\_  
Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ County \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell #: \_\_\_\_\_

Birthdate \_\_\_\_\_ (mm/dd/yyyy) Age \_\_\_\_\_

FPTC Technical Program name \_\_\_\_\_  
High School Attended \_\_\_\_\_  
High School Date of Graduation – PROJECTED \_\_\_\_\_ (mm/yyyy)

***If you live with your parent(s), please provide the following information:***

Name of Male Parent/Guardian in Residence \_\_\_\_\_  
Relationship \_\_\_\_\_  
Contact Phone # \_\_\_\_\_

Name of Female Parent/Guardian in Residence \_\_\_\_\_  
Relationship \_\_\_\_\_  
Contact Phone # \_\_\_\_\_

***Please answer the following questions to will help the Scholarship Committee to determine your eligibility and need for this scholarship. Please use a separate sheet if needed.***

1. List any of your achievements, awards, honors, volunteer activities:

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2. How will the training in your career and technical program contribute to your immediate or long range career plans?

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***I hereby authorize the disclosure and review of my academic record and financial status to the Committee of FPTC Foundation for use as a dual enrollment student. I hereby certify my intentions to attend Florida Panhandle Technical College. I also agree to notify the Committee in the event I withdraw from enrollment at FPTC as a full-time student.***



Student Signature \_\_\_\_\_ Date \_\_\_\_\_



Parent Signature (if living with parent) \_\_\_\_\_ Date \_\_\_\_\_

## ACKNOWLEDGEMENTS

Student Name: \_\_\_\_\_

Program: \_\_\_\_\_

COVID/Infectious Disease Waiver: I have read, understand, and consent.

Probationary Contract: I have read, understand, and consent.

Authorization to Provide Name, Address and Phone # to Military Recruiter: Yes  No

Handbook Agreement: I have read, understand, and consent.

(Such as but not limited to Basic skills requirement; withdrawal policies, satisfactory progress; attendance expectations; and grading policy)

FPTC Campus Code of Conduct: I have read, understand, and consent.

Internet Use Agreement: I have read, understand, and consent.

Tobacco Agreement: I have read, understand, and consent.

Give Permission to be Photographed/Videoed on Campus for Promotional Purposes: Yes  No

Receive Digital Documentation/Announcements to Personal Email: Yes  No

FERPA Agreement: Private  Give someone permission  Name \_\_\_\_\_

\*Dual Enrollment Student – parent's will have access according to Washington County School District policy for K-12 students.

\*Acknowledgement of Student data for reporting.

My signature below indicates that I have read all of the handbook content from the online application and I agree to the content therein and above.

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Student Signature

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Date