

Dual Enrollment Form

Please Print:

STUDENT'S NAME

STUDENT ID #

In order to be awarded financial aid for additional hours taken at another institution during the same semester, you must be enrolled for a minimum of 3 credits at Palm Beach State.

PLEASE COMPLETE THE FOLLOWING TWO STEPS:

1. Have the Financial Aid Office at the host institution sign this statement:

I certify that the student named above will not be awarded Title IV funds at this institution for the following term, (Please circle one and state the year)

FALL _____ SPRING _____ SUMMER _____

Print Name

Signature

Title

Date

Name of Institution

Area Code/ Phone Number

2. Submit this form with a copy of your approved transient student registration form, a validated copy of your class schedule (from the host institution) and a paid receipt (from the host institution) to our office.

ALL PAPERWORK MUST BE SUBMITTED AFTER THE DROP/ADD PERIOD OF BOTH SCHOOLS. Incomplete forms and missing information will result in our returning your paperwork back to you for completion.

Please be advised that the above information will be verified. If Palm Beach State receives notification that you received financial aid at another institution for the same semester, you will be billed for repayment. If you do not repay the amount, you will be ineligible to receive Title IV financial aid at Palm Beach State or any other Institution.

NOTE: FEES FOR COURSES TAKEN AT ANOTHER INSTITUTION CANNOT BE DEFERRED BY PALM BEACH STATE.

I have read and understand my rights and responsibilities as stated above. I have attached all documents requested and understand that any incomplete information will result all paperwork being returned.

Student Signature

Date