



**PRIVATE / HYBRID / HOMESCHOOL and INDEPENDENT  
DUAL ENROLLMENT APPROVAL FORM**

5251 College Drive, Dublin, VA 24081  
782 New River Rd, NW Suite 400, Christiansburg, VA 24073  
Phone: 540-674-3600

**Instructions:** Any high school student not receiving credit through a public school and wishing to enroll in a dual enrollment course must complete this form **each semester**.

**Private/Home/Hybrid Schoolers:** Return this form and a copy of the student's most recent transcript to [admissions@nr.edu](mailto:admissions@nr.edu) or mail to Admissions at the address above. In the first semester enrolled, homeschool families must also include documentation of the homeschool agreement filed with the district or proof of religious exemption.

**MCPS Students:** If you are requesting high school credit for courses taken at NRCC, you must also submit the MCPS External Course Form Request. MCPS Policy states students can earn 1 high school credit for a minimum of 6 college semester hours in a single subject area. View the full policy in the MCPS High School Program of Studies.

**PART 1 (Student Completes)**

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

Student NRCC ID Number (from NRCC application confirmation): \_\_\_\_\_

Student School: \_\_\_\_\_

**The student's signature authorizes New River Community College to release the student's class schedule, grades, and enrollment information to the person(s) listed below.**

Parent Name: \_\_\_\_\_

Principal's Name: \_\_\_\_\_

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**PART 2 (Principal - or parent for homeschoolers - Completes)**

By signing below the principal acknowledges that the student listed on this form is in good standing and is requesting that this student be allowed to register for the following dual enrollment course(s). Submit a new form each semester.

Principal's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Catalog # (Ex. ENG 111)	Class Title (Ex. English Literature)	5 Digit Course # (Ex. 65654)	Semester and Year (Ex. Fall 2024)

**PART 3 (Parent Completes)**

The signature of a parent or guardian is required for applicants who are under 18 or dual enrolled.

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

