

## Navajo Technical University (NTU) DUAL CREDIT AGREEMENT OF UNDERSTANDING



Welcome to NTU! We are very pleased to welcome new and returning students to the NTU Dual Credit Program. It is important that you understand the responsibility accepted when enrolling in college level coursework. You, your parents, and your high school have agreed that you have the academic abilities and maturity to take a college course at Navajo Technical University.

### **I understand:**

- ✓ I am enrolled in a college course and will be treated as a college student. I am responsible for class attendance and assignments.
- ✓ I need to stay in contact with my instructor during the course. Contact information, including office hours, are available in the syllabus. Many instructors count off for non-attendance. (Instructors do not have to accommodate outside schedules.)
- ✓ I will do my best to complete required work, turn it in on time, and be successful in class. I will pay attention to the instructor's grading policy as listed in the syllabus. Course assignments and deadlines are available in the syllabus.
- ✓ I am taking this course for dual credit. **My grade will be reflected on my high school transcripts and could affect graduation, grade point average, and class placement.** The grade will be reflected on my college transcripts and may affect financial aid for college after graduation.
- ✓ **If I am having difficulty in my class, I will contact my instructor or the following staff:**

<b>Crownpoint, Main Campus:</b>	<b>Chinle Site:</b>
Freda Joe, Dual Credit Coordinator	Arlena Benallie, Site Director
(505) 786-4106	(928) 674-5764
fjoe@navajotech.edu	abenallie@navajotech.edu
- ✓ There are deadline dates for dropping or withdrawing from a course. **If I quit attending class, I will receive an F grade, if I do not properly withdraw from my class(es).** To drop or withdraw from my class(es), I must speak with the Dual Credit Coordinator before the deadline.
- ✓ Finals may not be at the same time or location as my class. It is my responsibility to make arrangements to be at the time and place specified for my final exam.



Share this Agreement with your Parents, and  
keep it for your records.