



**DUAL ENROLLMENT
STUDENT REGISTRATION AGREEMENT**

CF ID No.: _____ **High School:** _____

Please choose one: Traditional Dual Enrollment **or** Collegiate Academy

All dual enrollment students are bound by the College of Central Florida’s Student Registration Agreement upon course registration. This agreement outlines the terms and conditions associated with a student’s course registration.

Registration and Registration Changes

I understand I must be officially registered prior to or on the start date of course(s) in order to participate in and receive academic credit for those courses. I am responsible for knowing and complying with any and all registration deadline dates. I am responsible for all requests to change, add, drop, or withdraw from courses made through the MyCF portal or by a CF employee on my behalf. I understand that I am responsible for reviewing my registration and academic record with my high school counselor each term for accuracy.

Course Add/Drop and Withdrawal Procedures

I understand that non-attendance does not constitute a drop or a withdrawal. I also understand that notifying my professor does not constitute a withdrawal.

Enrollment Agreement Renewal

I understand and agree that this agreement is executed at the time of my initial enrollment for each term at CF. I further understand that the college will notify me through my Patriots email account of any changes or modifications that CF makes to this agreement during a term in which I am enrolled.

Removal from Classes

The college reserves the right to drop a student’s enrollment in class for failure to abide by this agreement or any other agreement the student has entered into with the college.

Method of Communication

I understand and agree that the College of Central Florida uses Patriot email as the official method of communication with students, and therefore, I am responsible for reading the Patriot emails received from the college on a timely basis.

Updating Contact Information

I understand and agree that it is my responsibility for keeping the College of Central Florida records up to date with a current physical address, email addresses, and phone number. Upon leaving the College of Central Florida for any reason, it is my responsibility to provide the college with updated contact information for purposes of continued communication regarding any amounts that remain due and owed to the College of Central Florida.

Student’s Printed Name: _____

Student’s Signature: _____ **Date:** _____

MM/DD/YY