Exceptional Admit
Short Session Course Request Form
for Dual Credit & College Credit Courses

Fall & Spring Semesters: If you wish to enroll in a course that is less than 16 weeks in length, you must request permission to enroll in that course. Please complete all of the fields below and return this form along with your registration form to the LSC-UP Dual Credit Office. Factors that will be considered include past performance in LSC and/or High School courses, current and past semester course loads, and justifications provided below.

DEADLINE TO SUBMIT: This form must be submitted at least 10 days prior to the course start date.

*Please Note: Your request will not be considered if you have never successfully completed a LSC course or if your request is for a 3-week mini-mester course. For your Summer Semester requests, you must enroll in the longest available face-to-face course as 6-week sessions and online/hybrid courses may not be approved, if there are longer, face-to-face options available.

Complete the following information:

LSCS ID #: _________________________________  Semester and Year of the Request: ____________________________

Name:  ________________________________________________________________________________________________

Last  First  M.I.

High School:  _____________________________________________  Grade Level:  _______________________________

Short Session Course(s) Being Requested:  ___________________________________________________________________

Other Course(s) Planned for the Same Semester:  _____________________________________________________________

STUDENT: In the space below, please provide justification supporting your request for a short session course:

______________________________________________________________________________________________________

______________________________________________________________________________________________________

______________________________________________________________________________________________________

Acknowledgment of Increased Academic Rigor

I understand that courses shorter than 16 weeks are particularly rigorous due to the condensed time line to complete coursework. For my Dual Credit courses, I also understand that I must maintain a minimum grade of “C” to remain in the Dual Credit Program.

Student Signature:  ___________________________________________ Date:_______________________________

HIGH SCHOOL OFFICIAL-REQUIRED FOR DUAL CREDIT ENROLLMENT ONLY:

In the space below, please provide justification supporting the student’s request

______________________________________________________________________________________________________

______________________________________________________________________________________________________

______________________________________________________________________________________________________

High School Official:  _________________________________ Date: _________________________________

FOR LONE STAR COLLEGE - UNIVERSITY PARK USE ONLY

Approved: _______  Denied:________

Limitations:________________________________________________________

Authorized by:______________________________________________       Date:_________________________________