

October 20, 2022

Dear Parent/Guardian,

I am pleased to assist your Penn College Dual Enrollment (PCDE) student during the application process and enrollment process for the [PC Dual Enrollment Program](#). Your child applied and enrolled for one or more courses. I want to make you aware of the program and give you links to understand the responsibilities, as well as general information:



Resource Page: <https://www.pct.edu/k12-educators/penn-college-dual-enrollment>

Course Descriptions: <https://k12.pct.edu/penncollegenow/school.htm?id=43>

Dropping/Terminating a Class, Published Deadlines:

- March 3, 2023 without a W
- April 28, 2023 with a W
- Not permitted after April 28, 2023
- Additional details in the PCDE online handbook.

Penn College Dual Enrollment Student Handbook: <https://www.pct.edu/k12-educators/penn-college-dual-enrollment/student-resources>

Please contact me at 263-9033x237 should you have any questions or if you are not interested in your child working towards these dual enrollment high school and college credits. Students were advised to discuss the terms with their parents/guardians before applying. Please complete the bottom portion and return to school with your child. Thank you!

Sincerely,

Name
School Counselor

I am aware that my child is in the Penn College Dual Enrollment program and received the general information:

Student Name: _____

Parent/Guardian Signature: _____