



DUAL ENROLLMENT STUDENT REGISTRATION AGREEMENT

All dual enrollment students are bound by Coppin State University 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) to participate in and receive academic credit for those courses. I am responsible for knowing and complying with all registration deadline dates. I am responsible for all requests to change, add, drop, or withdraw from courses made through the EagleLinks portal or by Office of The Registrar 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. I have reviewed the add/drop and withdrawal deadlines with my school counselor on the website and/or in the Dual Enrollment Student Handbook.

Enrollment Agreement Renewal

I understand and agree that this agreement is executed at the time of my initial enrollment for each term at Coppin State University. I further understand that the college will notify me through my Coppin State University email account of any changes or modifications that Coppin State University makes to this agreement during the 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 with Coppin State University.

Method of Communication

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

Updating Contact Information

I understand and agree that it is my responsibility for keeping the Coppin State University records up to date with a current physical address, email addresses, and phone number. Upon leaving Coppin State University 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 Coppin State University.

Student Email Address:

Cell Phone#: _____

Home Phone# :

Print Your Name:

Date: _____

Signature of Student: _____ Date: _____

Coppin State University does not discriminate against any person based on race, color, ethnicity, religion, gender, pregnancy, age, marital status, national origin, genetic information, sexual orientation, gender identity, veteran status or disability status