

Preparatory Coursework Contract

ctcLink ID Number

Birth Date

Last
NameFirst
NameMiddle
Initial

A Preparatory Coursework is available to eligible students who are pursuing a competitive/limited entry at Clark College or students who are taking required courses to gain eligibility into a program at another college or university. Please read the information below and **initial each line**. In order to be eligible for a Preparatory Coursework I understand that I will meet the following conditions:

- _____ Provide an Educational Plan completed from my advisor showing required coursework to be completed within one consecutive 12-month period (see reverse side of this form)
- _____ Enroll in six (6) credits or more each quarter
- _____ The list of courses cannot be changed once the contract has been approved and signed; If program of study changes, this contract will be null and void and I must notify financial aid
- _____ Maintain 2.0 cumulative GPA and successfully complete all sequential course credits each quarter with grade of "C" or better
- _____ Courses will be verified each quarter; therefore, I must be enrolled in program required courses by the end of the 5th day of the quarter
- _____ As an undergraduate, pursuing degree/certificate coursework, I may receive direct subsidized and/or unsubsidized loans for a limited amount for one consecutive 12-month period
- _____ Once loans have been disbursed, I am responsible for completion of all credits and will consult with the Financial Aid Office prior to making any schedule changes
- _____ If there is break in enrollment during the 12-month period, for any reason, this contract will be null and void. There is no appeal process

By signing this form, I acknowledge that I have reviewed, understand and agree to the terms of this Preparatory Coursework Contract as outlined above. I understand that final approval is contingent upon review of the Financial Aid Office to ensure all eligibility criteria is met.

Student Signature: _____ **Date:** _____

Clark College does not discriminate on the basis of race, color, national origin, age, perceived or actual physical or mental disability, pregnancy, genetic information, sex, sexual orientation, gender identity, marital status, creed, religion, honorably discharged veteran or military status, or use of a trained guide dog or service animal in its programs and activities, in accordance with state and federal laws. The responsibility for and the protection of this commitment extends to students, faculty, administration, staff, contractors and those who develop or participate in college programs. It encompasses every aspect of employment and every student and community activity. The following person has been designated to handle inquiries regarding non-discrimination policies: Vice President of Diversity, Equity, and Inclusion, Gaiser Hall (GHL) 220, 360-992-2757, or 360-991-0901 (video phone).



For Office Use Only

Checklist ECL071

Preparatory Coursework Contract

eclink ID Number	Birth Date	
Last Name	First Name	Middle Initial

Please check one of the boxes below:

I intend to enroll in a Bachelor program offered **at Clark College** (go to Clark College advisor to complete)

OR

I will take courses at Clark College to gain entry into a program **at another college** (go to transfer school advisor to complete)

Intended Program of Study: _____

Education plan of courses, to be **completed** by your **advisor**:

Quarter: _____ Year: _____			Quarter: _____ Year: _____		
Course Number	Course Name	# of Credits	Course Number	Course Name	# of Credits

I hereby state that the courses outlined above are necessary prerequisites for this student and are required to be considered for admission into the Intended Program of Study listed above.

Advisor Signature: _____ **Date:** _____

College or University: _____ **Phone #:** _____