



# DUAL CREDIT DROP FORM

## HIGH SCHOOL

This form is for students who are currently enrolled at Southeast Tech (they have submitted a dual credit application prior to the required deadline, have been accepted and are enrolled in courses) and are participating in the Reduced Tuition High School Dual Credit Program. Completed drop forms should be submitted to the Pre-College Program Advisor on campus.

Dropping Courses: Students may drop courses up until the traditional drop date for the semester.  
Withdrawal: Students may withdraw from courses up until the traditional withdrawal date. (Students will receive a W and may not receive a refund.) Please check myTech or student orientation guide for dates.

Legal Name: \_\_\_\_\_ Campus Student ID Number: \_\_\_\_\_  
*Last, First Middle*

Birth Date: \_\_\_\_\_ Email: \_\_\_\_\_

High School Attending: \_\_\_\_\_  
*School City State*

Semester you wish to add/drop a course:  Fall 20  Spring 21  Summer 21

Course Subject	Course Number	Course Section	Course Title	Days/Times/Online	Credit Hours

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

School Official Signature \_\_\_\_\_ Date \_\_\_\_\_

School Official Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Please return form to Anna Fischer.  
**Email:** anna.fischer@southeasttech.edu  
**Fax:** 605-367-8305  
**Mail:** 2320 N Career Ave  
Sioux Falls SD 57107