**Ready for your Team-taught College Dual Credit class?**

**STUDENT VERSION**

**If you can check off all the below you are ready for your Team-taught Dual Credit College class!**

**If there are any of the below that you cannot check off or respond to, speak to your college instructor, your high school teacher or contact us at** [**dualcredit@algonquincollege.com**](mailto:dualcredit@algonquincollege.com)**.**

|  |  |  |
| --- | --- | --- |
| **Check off if complete** | **Get ready items** | **Add details where applicable!** |
|  | I know my Algonquin College student number (write down in details) |  |
|  | I know the name of my College course (write it down) |  |
|  | I know my College course code (write it down) |  |
|  | I know the name of my College instructor (write it down) |  |
|  | I have my required College course materials |  |
|  | I can log into ACSIS |  |
|  | I know what my Network Account Information is |  |
|  | I can log into Brightspace |  |
|  | I can log into Live@ac |  |
|  | I know my Algonquin College email address (write it down) |  |
|  | I know where to find the contact information of my College instructor |  |
|  | I have printed out my Course Outline |  |
|  | I understand the evaluation breakdown in my College class |  |
|  | I know what the Course Learning Requirements for my College course are |  |
|  | I have printed out my weekly learning schedule |  |
|  | I know what the policies are regarding late assignments and plagiarism |  |
|  | I know what College Student Support Services are available to me on the College campuses (even though my class is offsite) |  |
|  | I know how I will be getting my Algonquin College Student ID Card |  |
|  | I know the date of my campus visit |  |
|  | I know how to apply for an internal transfer of credit at Algonquin College (if I intend to come to AC in the future) |  |
|  | I know how to apply for the Dual Credit Bursary (if I intend to come to AC in the future as a full time student) |  |