



# Counselor Enrollment Checklist

## New Dual Credit Students

- ☐ Students must submit a Dual Credit Application for Ranger College Admission.  
Please click [here](#) to fill out the Dual Credit Application.  
(It is critical that students use their Social Security Number when applying to prevent application processing issues, which can delay enrollment.)
- ☐ Submit the students' most recent high school transcripts.  
(Once submitted, the form is valid throughout the duration of the dual credit program. Unless otherwise requested.)
- ☐ Submit qualifying test scores. (TSI, ACT, SAT, etc.)
- ☐ Submit the students' signed Parent Permission Form.  
(Once submitted, the form is valid throughout the duration of the dual credit program.)

## All Dual Credit Students

- ☐ Students must submit an official transcript from any other college attended as a dual credit student.
- ☐ Submit qualifying test scores. (TSI, ACT, SAT, etc.)
- ☐ If a student is not TSI exempt, have the student take the TSI Assessment.
- ☐ Submit roster. -- **Rosters MUST be submitted using the standardized roster form by the roster deadline.**  
Please submit all changes in one submission by the final enrollment date, and highlight adds/drops.

Please do not submit multiple copies of the same document.

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