

Information for High School (Public and Private) and Homeschool Students Who Want to Enroll Directly at New River Community College

Independent dual enrollment is the term used when a high/home school student enrolls directly in courses at New River Community College (NRCC). Independent means that the student is enrolling directly at NRCC which is separate from dual enrollment courses scheduled and taught at a local high school. Dual enrollment simply means that the student is enrolled at both a local high/home school and NRCC (i.e. dually enrolled).

Frequently Asked Questions (FAQs)

Who is eligible for independent dual enrollment?

High/home school students at the 11th or 12th grade levels may enroll at NRCC if they meet eligibility requirements.

What are the eligibility requirements?

Students must demonstrate readiness for college-level courses based on minimum criteria established by the Virginia Community College System (VCCS). All students must demonstrate readiness at the ENG 111 level; math readiness will vary depending upon the course(s) requested. College readiness is determined by multiple measures which include high/home school transcript, GPA, or SAT/ACT scores. [Placement guidelines](#) are available with more information. Students who do not demonstrate readiness based on these multiple measures may take the Virginia Placement Test (VPT) at NRCC as an alternate means to determine if they are eligible.

What are the enrollment steps?

The following steps are required prior to enrollment:

1. Contact the NRCC Admissions & Records Office at admissions@nr.edu and include the following information:
 - a. Requested course(s)
 - b. High/home school transcript with courses and grades
2. An advisor will review the information to make an eligibility determination. The Admissions & Records Office will communicate with students/families to inform them of their enrollment eligibility status.
3. The following information must be submitted for eligible students:
 - a. All students – [NRCC Admission Application](#)

- b. All students – [Parent Signature Form](#)
- c. High school students – High School Principal Permission Letter (the letter must be on school letterhead, list the approved courses and semester, and be signed by the principal or designee)
**Note: A Principal Permission Letter is required each semester of enrollment.*
- d. Homeschool students – Copy of current homeschool agreement filed with the local school district or a religious exemption letter

Once the above steps have been completed, Admissions & Records staff will enroll the student in the appropriate course(s) and provide information on tuition payment. Please note that it is critical to plan ahead to complete these steps so students can be enrolled before classes begin.

What is the tuition rate and how is it paid?

[Tuition rates](#) are charged based on the number of credits in which a student is enrolled.

The [payment information webpage](#) lists the options for how and where to make a tuition payment. This page also includes the delayed payment date each semester by which tuition must be paid to avoid students being dropped from their courses. If a student is enrolled after this date, tuition is due by 5:00 p.m. the day of enrollment.

Additionally, [tuition payment plans](#) are available each semester.

What should students expect?

Students are enrolled in college-level courses taught by NRCC instructors, and as such, they will be treated as college students. The course plans, learning objectives, content, assignments, and deadlines/due dates will not be adjusted because the students are in high/home school.

What resources are available to support students?

Students have access to all available NRCC support services, including the [Academic Success Center](#) (free tutoring), [Disability Services](#), and [Library](#). Students have unrestricted access to the NRCC Library's full catalog of books, as well as a wide range of digital resources.

How do I access the NRCC academic calendar and what are the important academic dates?

The [NRCC Academic Calendar](#) lists important dates such as the beginning and end of each semester, the last day to drop a class and receive a refund, and the last day to drop a class and receive a withdrawal "W" grade along with other academic dates. These dates may differ from a student's high school schedule, so it is critical for students and parents to be aware of and follow the NRCC academic calendar.

How do I access my student account?

Students access their NRCC accounts through the [My Accounts](#) portal. This provides access to the Student Information System (SIS), Canvas, and the VCCS email account. Students received their username and temporary password at the time of application. If assistance is needed in recovering this information, please use the “Forgot My Password” and/or “Forgot My Username” links. Students may contact the NRCC IT Help Desk for additional assistance (540-674-3600, ext. 4400). The Help Desk hours are Monday-Friday, 8:00 a.m.-5:00 p.m.

How do I access my VCCS email account and why is this important?

Students access their VCCS email account through the [My Accounts](#) portal. Once students are enrolled in classes, NRCC faculty and staff will **only** use this email account to communicate with students; they will not communicate with students through their high school or personal email accounts. It is important that students check their VCCS email account daily for general college updates and information from their instructors.

How do I know what textbooks I need and where do I purchase them?

All required textbooks/materials are available for purchase from the [NRCC Bookstore](#). Students access their course schedules through the Student Center in SIS. A link appears on the schedule for textbook information. Additionally, students may search for textbooks on the bookstore website. Some courses are part of the [Follett Access](#) program and will have an e-book or other digital content. Please review the Follett Access link for more information including the list of courses and how to pay for this content.

What is FERPA and how does it apply?

The [Family Educational Rights and Privacy Act](#) (FERPA) prevents college employees from sharing student information with others, including parents, without the student’s permission. Students may grant permission to share their information through the Student Information System (SIS) or by submitting the [Student Information Release](#) form to the Admissions and Records Office.

**Note: The student must sign the form in-person in the Admissions and Records Office or at the front desk at NRCC’s Christiansburg site. A parent or guardian may only submit a notarized form in-person on the student’s behalf. An emailed copy of the form will not be accepted.*

How do I access my NRCC transcripts?

All enrollment and final grades are reflected on students’ official NRCC transcripts. Official transcripts are typically required when applying to another college or university and may be requested or required by students’ high schools. NRCC partners with [Parchment](#) through which students can order and send transcripts securely. Students may access their unofficial transcripts through the Student Information System (SIS).