

OREGON INSTITUTE OF TECHNOLOGY & PORTLAND COMMUNITY COLLEGE Dual Enrollment Process Guide		
Benefits	<ul style="list-style-type: none"> • Long standing Dual Enrollment Agreement • Over 700 student served in program • Optimize Credit Transfer • Advising at both institutions • Seamless pathway to numerous degrees • Institutional record sharing. 	Partnership Information at OIT: www.oit.edu/dual-enrollment Admission Requirements: www.oit.edu/admissions Partnership Information at PCC: www.pcc.edu/admissions/dual
Application Process	Online application only. Steps for dual enrollment: 1. Students must be currently admitted at either college. 2. Fill out the OIT dual application (www.oit.edu/apply). Students can be dually enrolled with multiple colleges at a time, but can only use credits from OIT and one dual partner to count toward enrollment for financial aid.	
Re-enrolling Process	Students who have not attended OIT in 4 or more terms must fill out OIT’s re-enrolling form (https://www.oit.edu/admissions/returning-student). Submit transcripts for other colleges attended after leaving OIT. Linn-Benton Community College transcripts will automatically be sent to OIT.	
Deadlines & App. Fee	Completed applications are due 3 weeks before the term starts. Cost is \$50, payable to OIT. No cost if student is already admitted to OIT.	
Financial Aid	<ul style="list-style-type: none"> • OFAX will be used for transmission of enrollment and grade information. • Students cannot have financial aid that pays out from more than one institution. • The “home” institution (the college that pays the financial aid) shall be determined by the student’s immediate degree objective. For example, if the student’s immediate degree objective is a bachelor’s degree, then OIT will be designated as the “home” institution. Should the student be pursuing Associate degree prior to completing a bachelor’s degree, PCC will be designated as the “home” institution. Once a student has earned an Associate degree, then OIT will be the home institution. Once a student has earned an AAS or AAOT, then OIT will become the home institution. • Students must take at least 6 credits from their home institution to qualify for or receive financial aid. 	
Disability Services	<ul style="list-style-type: none"> • Register with disability services at either institution where accommodations are needed. Each institution is responsible for providing accommodations in courses for its campus. 	
Articulations	1. Apprenticeship State-wide Consortium Agreement to Operations Management 2. Apprenticeship State-wide Consortium Programs to BAS Technology & Management 3. For updated articulations: www.oit.edu/articulations	

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Portland Community College

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