

STUDENT RIGHTS & RESPONSIBILITIES

STUDENT RIGHTS

Now that you are officially registered for a dual credit course, there are some important differences to note when entering the college space at your high school. Understanding the differences between college and high school is an integral part of dual credit programming. Here are some student rights that you should note:

1. You have a right and access to your student record and academic transcript with Oregon Tech. Your parents/ guardians will not have access to this record unless you have completed a FERPA consent form or complete proxy access to release your account information to your parent or guardian. (See more information on FERPA below)
2. You are considered a non-admit student at Oregon Tech and will have the right to access academic resources through Oregon Tech. This includes our Library resources.
3. You have a right to the protection of confidential personal and academic records that are maintained in compliance with Family Educational Rights and Privacy Act of 1974 and applicable Administrative Rules.
4. You have the right to submit an appeal in the case of an academic record dispute. Students wishing to appeal academic record may start the process by emailing a description of their appeal at outreach@oit.edu.

Oregon Tech's Student Code of Conduct: [Student Rights and Responsibilities handbook](#) is available for review. FERPA Resources and contacts are available to dual credit students.

STUDENT RESPONSIBILITY STATEMENT

Students registering and earning college credit in high school must understand that they are transcribing college credit. In doing so, our dual credit students are held to the same standards as our on-campus students. Dual credit students should be aware of Oregon Tech's students' rights and responsibility statement. As dual credit students, you will be required to adhere to the student rights and responsibilities of your high school and Oregon Tech.

Please read Oregon Tech's Code of Conduct and Student Responsibility Statement and keep in mind:

1. You are responsible for your academic progress and academic honesty. Be aware of drop/withdraw dates and know your current standing/grade in the course.
2. Your college transcript is part of your permanent academic file.
3. You are responsible to complete the application, registration, and payment process.
4. You have access to your academic transcript. You should request official transcripts be sent to college(s) you are applying to for full admission. (Usually completed during your senior year)
5. Students are responsible for requesting a drop or withdraw from dual credit classes.