OREGON INSTITUTE OF TECHNOLOGY & KLAMATH COMMUNITY COLLEGE	
Dual Enrollment Process Guide	
Benefits	- Located in Klamath Falls - Traditional benefits for transfer students - Optimize credit transfer - Advising at both institutions - Seamless pathway - Institutional Record Sharing Partnership Information at OIT: www.oit.edu/dual-enrollment Admission Requirements: www.oit.edu/admissions Partnership Information at KCC: www.klamathcc.edu
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. Klamath Community College transcripts will automatically be sent to OIT.
Deadlines & App. Fee	Completed applications are due 3 weeks before the term starts. We require a $50 application fee at the time the application is submitted unless the student has an application fee waiver. We also require a confirmation of attendance and $100 enrollment deposit, which goes towards their tuition and fees when they take classes and is non-refundable after certain dates, depending on the term. Also, if a student applies to OIT and does not take classes in the term they are admitted, they must re-apply.
Financial Aid	- 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, KCC 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	Register with disability services at either institution where accommodations are needed. Each institution is responsible for providing accommodations in courses for its campus.

	• KCC and OIT will consult on appropriate accommodations. Students must sign a release to OIT.
Articulations	1. AAOT Criminal Justice Plan to Applied Psychology 2. AAOT Education Plan to Applied Psychology 3. Criminal Justice to Applied Psychology 4. Education to Applied Psychology 5. Apprenticeship State-wide Consortium to Operation Management 6. Apprenticeship State-wide Consortium Programs to BAS Technology & Management 7. Automotive Technology to BAS Technology and Management 8. Business Admin. Specialty Accounting to Management—Accounting Option 9. Business Admin. Specialty Management to Management—Small Business Option 10. Diesel Technology to BAS in Technology and Management 11. Education to Applied Psychology For updated articulations: www.oit.edu/articulations

CONTACTS

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Klamath Community College

Admissions	General Inquiries	admissions@klamathcc.edu	541.880.2212
Disability Accommodations	General Inquiries	kcc.disability@klamathcc.edu	541.880.2350
Enrollment Services Center	General Inquiries	kcc@klamathcc.edu	541.882.3521
Financial Aid	General Inquiries	finaid@klamathcc.edu	541.880.2250
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