

# DUAL CREDIT CHECKLIST

## STEP ONE

### Apply to TCC

- Follow the Step-By-Step instructions to create an account and complete application through: [Apply TCC instruction sheet PDF](#) or [How-to Apply Video](#)
    - \*\*Use your personal email. Do not use Keller email\*\***
  - Wait about 3-5 business days for an email from TCC (Title will be "Do Not Reply") containing the following information:
    - TCC ID Number: \_\_\_\_\_
    - Web Advisor Username: \_\_\_\_\_
  - Submit info above to [FRHS Dual Credit Form](#)
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## STEP TWO

- Login to your [TCC Webadvisor Portal](#) with the video link or [PDF Instructions](#).
    - View the following **required videos** on Web Advisor:
      - [Pre-Assessment](#) -(Practice video on taking the TSI)
      - [#NotAnymore](#) -(video of TCC's Sexual assault policy)
    - Confirm completion at [FRHS Dual Credit Form](#)
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## STEP THREE

- Take the TSI (Texas State Initiative) Assessment & Email Dual Counselors results
    - Before taking TSI, verify you are not TSI exempt. Contact Dual Counselors for information.
    - TSI Assessment can be completed through [TCC Testing Center](#).
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## STEP FOUR (Required for attending Online/blended courses)

- Complete [Online Readiness Assessment](#)
    - Visit: <https://tccd-1035.smartermeasure.com/>
    - Login with your myTCC (WebAdvisor) username and password
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## STEP FIVE (Optional)

- Submit supporting documents
  - [FERPA](#) - Waiver of Academic privacy (optional, not required)
  - [Proof of Meningitis](#) (on campus only)
  - [Minor Consent Form](#) (on campus only)

Dual Credit Questions? Please complete the [FRHS Dual Credit Form](#) and we will be happy to address your question via email.