



Dear Parent/Guardian:

I am writing to inform you that your student is currently enrolled in a Dual Credit or Developmental Education course through their high school in partnership with Waubonsee Community College.

Dual Credit refers to college-level courses that are taught in correlation to the high school curriculum and, upon successful completion with a grade of C or better, the student earns both high school and college credit. These courses may potentially strengthen college applications by demonstrating college readiness and reduce the time and money spent to complete a college degree.

A Developmental Education course is taken in either math or English and is a college preparatory course. Students are placed into these courses based on their ACT scores or a placement exam. Upon successful completion of a Developmental Education course, students earn credit to advance to 100-level math and English courses at Waubonsee.

All Dual Credit and Developmental Education classes are approved as Waubonsee Community College courses and are generally offered to your student at little or no cost. The college credit your student earns can be applied towards an associate degree or certificate program at Waubonsee. Additionally, many of the Dual Credit courses being offered may transfer to another college or university. You can check on this transferability through the website [www.itransfer.org](http://www.itransfer.org).

Dual Credit courses are the start of your student's official college transcript. If a student's final grade falls below a C, Waubonsee will withdraw the student from the college credit side of the course. This helps avoid starting your student's college transcript with a very low grade point average. **If a student is dropped from the college credit side of the course, it does not mean that he/she is being dropped from the high school side of the course. The student will still earn their grade and credit at their high school.**

Through discussions with their high school counselor, your student elected to enroll in the Dual Credit and/or Developmental Education courses offered at your high school. If you would like to know more about Dual Credit and Developmental Education opportunities, contact your high school counselor, call Waubonsee Community College's High School Partnerships Center at 630-466-2394, email us at [hspc@waubonsee.edu](mailto:hspc@waubonsee.edu), or visit [www.waubonsee.edu/learning/high-school](http://www.waubonsee.edu/learning/high-school).

Sincerely,

Bob Cofield  
Manager, High School Partnerships Center  
Waubonsee Community College