

# Advanced Standing Credit Form

Inver Hills Community College has agreements with certain high schools to offer college-equivalent courses at those high schools. Students who complete an approved course in high school may receive college credit for that course(s). To receive college credit, students must:

- Complete this form and return it to Inver Hills Community College; and
- Earn at least a grade of B- in each course for which they wish to receive college credit.

By completing this form and returning it to Inver Hills Community College, a student record at the college will be created and the course(s) will be recorded on the student record. Official Inver Hills Community College transcripts can then be sent to any other college or university to have the course(s) transfer to that institution. **This form is not an application for admission to the college.** A separate application is required if you wish to take classes at Inver Hills Community College.

Complete all the fields below and return the completed form to:

**Enrollment Center**  
**Inver Hills Community College**  
**2500 East 80<sup>th</sup> Street**  
**Inver Grove Heights, MN 55076**  
**651-450-3677 (fax)**  
[enrollment@inverhills.edu](mailto:enrollment@inverhills.edu)  
**651-450-3503 (for questions)**

## Step 1: Personal Information

Name: \_\_\_\_\_ Birth Date: \_\_\_\_\_  
Street Address: \_\_\_\_\_ Program/Major: \_\_\_\_\_  
Apt/Unit: \_\_\_\_\_ Telephone: \_\_\_\_\_  
City, State, ZIP \_\_\_\_\_ Email: \_\_\_\_\_

## Step 2: Course Information

High School: \_\_\_\_\_

Course Name: _____	Instructor: _____	Year Completed: _____
Course Name: _____	Instructor: _____	Year Completed: _____
Course Name: _____	Instructor: _____	Year Completed: _____
Course Name: _____	Instructor: _____	Year Completed: _____
Course Name: _____	Instructor: _____	Year Completed: _____

## Step 3: Signature

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **OFFICE USE ONLY**

Student Record Created: _____	Grade(s) Recorded: _____
Course(s) Created in Term: _____	Transcript Notation Made: _____
Student Registered: _____	Tuition/Fees Waived: _____

Other: \_\_\_\_\_

Logged by: \_\_\_\_\_ Date: \_\_\_\_\_