Houston Community College Westside Dual Credit 2025-2026

What HCC dual credit classes are available at Westside?

- ENGL 1301/1302
 - o English 4
 - o 12th grade
- HIST 1301/1302
 - o U.S. History
 - o 11th grade
- GEOL 1301 (Earth Science) and GEOL 1345 (Intro to Oceanography)
 - o 11th or 12th grade
 - Science or elective credit
- ECON 2301
 - o 12th grade
 - o One semester economics credit

How do I enroll in a dual credit course?

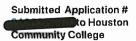
Step 1: Do I qualify for Dual Credit Courses?

- Qualifying Test Scores it is suggested that you have the following
 - o English Based Courses: (English, U.S. History, Geology) should meet one of the following:
 - STAAR English 2 score: 4000+
 - PSAT: Evidence Based Reading and Writing Score: 460+
 - SAT: Evidence Based Reading and Writing Score: 480+
 - ACT: English 19+ and Composite 23+ (should have both)
 - o Math based courses (ECON): should meet one of the following:
 - STAAR Algebra 1 score: 4000+
 - PSAT: Math: 510+
 - SAT: 530+
 - ACT: Math 19+ and Composite 23+ (should have both)

Step 2: HCC Application – ONLY NEW DUAL CREDIT STUDENTS NEED TO DO THIS STEP

- Complete and Submit application on Apply Texas (do not wait until the last minute on this! It can take several
 days to receive your HCC ID#)
 - o www.applytexas.org
 - o Create an account (You will have to verify your email)
 - Then, sign in using that account information.
 - After selecting two-year community/junior college and adding Houston Community College as the institution, make sure to select the application type Dual Credit: to start the application.
 - o Complete the application. Be SURE TO CLICK SUBMIT at the end
 - Choose Liberal Arts and Humanities as your major

Once you submit, you will receive an email like this – this is NOT your HCC ID#



THIS IS AN AUTOMATED
MESSAGE. REPLIES TO THIS
ADDRESS ARE NOT MONITORED
AND WILL NOT BE READ.

Stephanie Matlock,

Thank you for applying for for Summer 2025 to Houston Community College.

Congratulations on submitting your application!

Your Acceptance Email and HCC ID number will then be emailed to you within a few days

Acceptance to Houston Community College

Nubject: Acceptance to Houston Cummunity College
HCC Student ID: W(to)
Social Security/
Assigned Number: XXX-XXX

Dear Stephanic Matlock,

Congratulations on your acceptance to Houston
Community College (IEC). You are now part of the
HCC family and we are cummitted to your calcarional

Your HCC ID# is included in the ACCCEPTANCE email. It starts with a W

This number **MUST** be included on the forms in STEP 3 *The forms cannot be submitted to HCC without the ID#.*

o Complete the New Student Orientation on the HCC site

Step 3: Submit paperwork for approval by May 9, 2025 – ALL STUDENTS MUST COMPLETE THIS STEP – New and Returning Dual Credit Students

- Dual Credit Waiver Approval Form
 - This form MUST be submitted online using this QR code or at https://formsportal.hccs.edu/Forms/StudentSignature11



In online form:

HS Counselor/Dual Credit Staff Liaison Email: Use this email address:

westsidedualcredit@houstonisd.org

Beginning Semester – Fall 2025

Ending Semester – Spring of your graduation year

Academic Program - Liberal Arts and Humanities

Academic Degree - 0-14 credit hours

- Dual Credit Residency Change Form
 - o This form in only available on paper forms are available in the Library
 - Submit form in person to Mrs. Matlock in the Library or scan and send to westsidedualcredit@houstonisd.org
- BOTH HCC FORMS (online submission and the paper residency form) MUST BE COMPLETED AND

SUBMITTED TO MRS. MATLOCK NO LATER THAN MAY 9, 2025

Step 4: Meet with your Dean to determine which courses are appropriate for your four-year graduation plan

Questions? Need help?

- Reach out via Teams or via email to Mrs. Matlock at smatlock@houstonisd.org
- You may also stop by the library for help during the second part of lunch



Dual Credit Residency Change Office of Student Records

Westside Dean:	
Date of Birth:	
Check one:	
New Dual Credit Student	
Returning Dual Credit Student	

For more information about residency. Visit a campus or visit the website https://www.hccs.edu/applying-and-paying/residency-information/

HCC- Katy Campus 22910 Colonial Pkwy Katy, TX 77449

Ph.: (713) 718-5808 Fax: (713) 718-5446

This Section is to be completed by HCC Enrollment Services Staff:

EFFECTIVE TERMS

DATE ENTERED

HCC- Spring Branch Campus

1010 W. Sam Houston Pkwy N. Houston, TX 77043 Ph.: (713) 718-5710

Fax: (713) 718-5630

HCC- Alief Campus

2811 Hayes Rd: Houston, Texas 77082 Ph.: (713) 718-6918 Fax: (713) 718-8804

Student's Name: Home Address:	
	(School Seal/Stamp)
School District: Houston ISD	High School: Westside High School
High School Representative signature REQUIRED:	Adlan
Home Phone:	E-Mail:
Cellular Phone:	
Course Names & Numbers:	
Course Names & Numbers:	
Parent Printed Name:	
Parent Signature:	Date:
Student Printed Name:	
Student Signature:	Date: