



August 1, 2026

Dear MCTC Dual Credit Student:

Welcome to a new and exciting semester! We're excited to see the growth and achievements you'll make this semester, and we're here to support you every step of the way.

Please log-in to your MCTC student portal to view your class schedule. The directions are listed on the next page under "Class Schedule". Please look at the "Dates" column on your schedule to see when your course(s) begin. If you want to make a change to your schedule, please pay close attention to the following drop/add and tuition deadlines.

Drop/Add Deadline

It is very important to remember that if you drop a class, you will be responsible for up to 100% of the tuition charges, depending on the date of your drop.

For 16-week classes that begin on August 17

- The last day to add is August 23
 - The last day to submit a drop request and be removed at 100% (and not owe any tuition) is August 23.
 - The last day to submit a drop request and be removed at 50% (which means you will still owe 50% of the tuition) is September 14.
- If you drop after this date, you will owe 100% of the tuition.

For 8-week classes that begin on August 17

- The last day to add is August 20.
 - The last day to submit a drop request and be removed at 100% (and not owe any tuition) is August 20.
 - The last day to submit a drop request and be removed at 50% (which means you will still owe 50% of the tuition) is August 31.
- If you drop after this date, you will owe 100% of the tuition.

For 12-week classes that begin on September 14

- The last day to add is September 18.
 - The last day to submit a drop request and be removed at 100% (and not owe any tuition) is September 18.
 - The last day to submit a drop request and be removed at 50% (which means you will still owe 50% of the tuition) is October 5.
- If you drop after this date, you will owe 100% of the tuition.

For 8-week classes that begin on October 19

- The last day to add is October 22.
- The last day to submit a drop request and be removed at 100% (and not owe any tuition) is October 22.

- The last day to submit a drop request and be removed at 50% (which means you will still owe 50% of the tuition) is November 2.
 - If you drop after this date, you will owe 100% of the tuition.

Tuition Deadline

MCTC waives 50% of the tuition costs for dual credit students for eligible dual credit courses, so you will be charged \$99 per credit hour. Tuition bills will be mailed after November. To determine your estimated bill, add the credits listed on your schedule and multiply the total credits by \$99. This will not include digital content, textbooks, or course material fees.

Important Information:

- **IMPORTANT CHANGE:** The Dual Credit Scholarship now only covers tuition for one (1) approved general education dual credit course for eligible Kentucky high school students in grades 11 and 12.
- The Dual Credit Work Ready Scholarship covers tuition for up to two (2) eligible career and technical education (CTE) dual credit courses for eligible Kentucky high school students in grades 9 – 12.
- Please work with your high school counselor for assistance regarding your KHEAA scholarship.
- Also, if you drop a class after the 100% refund date, KHEAA will revoke your scholarship, and you will be responsible for the tuition cost.
- **KHEAA scholarships do not cover the cost of digital content fees, textbooks, or course materials. KHEAA scholarships only cover the cost of the class. It is likely you will have a balance for these items that you will need to pay.**

We will send you text message reminders and tips throughout the semester to help you be successful in your dual credit courses. You can text back with questions or contact me directly at alisha.plummer@kctcs.edu.

The Office of Dual Credit hopes you have a great semester at MCTC!

Thank you,



Alisha Plummer
Director of Enrollment Management – Dual Credit