

OREGON INSTITUTE OF TECHNOLOGY & KLAMATH COMMUNITY COLLEGE Dual Enrollment Process Guide		
Benefits	<ul style="list-style-type: none"> • Located in Klamath Falls • Traditional benefits for transfer students • Optimize credit transfer • Advising at both institutions • Seamless pathway • Institutional Record Sharing 	Partnership Information at OIT: www.oit.edu/dual-enrollment Admission Requirements: www.oit.edu/admissions Partnership Information at KCC: www.klamathcc.edu
Application Process	Online application only. Steps for dual enrollment: 1. Students must be currently admitted at either college. 2. Fill out the OIT dual application (www.oit.edu/apply). Students can be dually enrolled with multiple colleges at a time, but can only use credits from OIT and one dual partner to count toward enrollment for financial aid.	
Re-enrolling Process	Students who have not attended OIT in 4 or more terms must fill out OIT’s re-enrolling form (https://www.oit.edu/admissions/returning-student). Submit transcripts for other colleges attended after leaving OIT. Klamath Community College transcripts will automatically be sent to OIT.	
Deadlines & App. Fee	Completed applications are due 3 weeks before the term starts. Cost is \$50, payable to OIT. No cost if student is already admitted to OIT.	
Financial Aid	<ul style="list-style-type: none"> • OFAX will be used for transmission of enrollment and grade information. • Students cannot have financial aid that pays out from more than one institution. • The “home” institution (the college that pays the financial aid) shall be determined by the student’s immediate degree objective. For example, if the student’s immediate degree objective is a bachelor’s degree, then OIT will be designated as the “home” institution. Should the student be pursuing Associate degree prior to completing a bachelor’s degree, KCC will be designated as the “home” institution. Once a student has earned an Associate degree, then OIT will be the home institution. Once a student has earned an AAS or AAOT, then OIT will become the home institution. • Students must take at least 6 credits from their home institution to qualify for or receive financial aid. 	
Disability Services	<ul style="list-style-type: none"> • Register with disability services at either institution where accommodations are needed. Each institution is responsible for providing accommodations in courses for its campus. • KCC and OIT will consult on appropriate accommodations. Students must sign a release to OIT. 	
Articulations	1. AAOT Criminal Justice Plan to Applied Psychology 2. AAOT Education Plan to Applied Psychology 3. Criminal Justice to Applied Psychology 4. Education to Applied Psychology 5. Apprenticeship State-wide Consortium to Operation Management 6. Apprenticeship State-wide Consortium Programs to BAS Technology & Management	

7. Automotive Technology to BAS Technology and Management
 8. Business Admin. Specialty Accounting to Management—Accounting Option
 9. Business Admin. Specialty Management to Management—Small Business Option
 10. Diesel Technology to BAS in Technology and Management
 11. Education to Applied Psychology
- For updated articulations: www.oit.edu/articulations

CONTACTS

Oregon Institute of Technology, General and Klamath Falls

Marla Edge	Director, Academic Agreements	marla.edge@oit.edu	541.885.1034
Grace Rusth	Academic Partnerships Coordinator	grace.rusth@oit.edu	541.885.1844
Tracey Lehman	Director, Financial Aid	tracey.lehman@oit.edu	541.885.1291
Julie Daniels	FA Counselor	julie.daniels@oit.edu	541.885.1294
Erik Johnson	Director, Admissions	erik.johnson3@oit.edu	541.885.1151
Dacarie Robertson	Disability Services Specialist	dacarie.robertson@oit.edu	541.851.5227
Main Phone Line	General Inquiries	oit@oit.edu	541.885.1000
Financial Aid	General Inquiries	dollars@oit.edu	541.885.1280

Oregon Institute of Technology, Portland-Metro

Carleen Drago Starr	Academic Partnerships Coordinator	carleen.drago@oit.edu	503.821.1297
Jamie Goodpaster	Disability Services Coordinator	jamie.goodpaster@oit.edu	503.821.1305
Main Phone Line	General Inquiries	wilsonville@oit.edu	503.821.1250

Klamath Community College

Admissions	General Inquiries	admissions@klamathcc.edu	541.880.2212
Disability Accommodations	General Inquiries	kcc.disability@klamathcc.edu	541.880.2350
Enrollment Services Center	General Inquiries	kcc@klamathcc.edu	541.882.3521
Financial Aid	General Inquiries	fnaid@klamathcc.edu	541.880.2250
Registrar	General Inquiries	registrar@klamathcc.edu	541.880.2282