



UNION UNIVERSITY

Union University Dual Enrollment Program



On behalf of Union University, welcome to our high school dual enrollment program! We are looking forward to serving you during the 26-27 academic year. In order to help you understand the process for enrolling in dual enrollment courses, we have prepared this handout for you.

Step 1: Apply for Tennessee Dual Enrollment Grant – each semester – if you desire to do so.

- a) If you desire access to the Tennessee Dual Enrollment Grant, you must apply online via: <https://www.tn.gov/collegepays/money-for-college/tn-education-lottery-programs/dual-enrollment-grant.html>. You are responsible for adhering to all deadlines; you must apply each semester. The Dual Enrollment Grant will be credited to your student account if you meet all deadlines and requirements.
- b) Before we can award any dual enrollment grants, we must have any transcripts from all institutions you have taken dual enrollment classes with. These need to be submitted to Union (admissions@uu.edu) by
 - a. **September 15, 2026** for the fall semester, and
 - b. **February 1, 2027** for the spring semester.
- c) ***Failure to complete the TN Dual Enrollment Grant application by June 30th, 2027, for the 2026-27 school year may result in forfeiture to any Dual Enrollment Grant funds.***
- d) In order to maintain the grant, **you must keep a cumulative GPA of 2.0 or higher.** Failure to maintain this GPA will result in the loss of the TN Dual Enrollment Grant for the remainder of your high school career.

Step 2: Pay for your courses

- a) Once the grant has been applied (if applicable), your cost for tuition is \$0 at Union University for your first 5 classes using the Dual Enrollment Grants. Classes 6-10 will cost \$100.55/hour after the TN Dual Enrollment Grant has been applied.
- b) Students who do not apply for the TN Dual Enrollment Grant or are not eligible will be charged \$200.55/hour for all classes.
- c) Any applicable costs not covered by the TN Dual Enrollment Grant (fees, etc.) must be paid by the end of the first month of class. **No student will be registered for future classes until the balance is paid.**
- d) You will pay Union University directly.
- e) If you are a new student, you will receive a “SuccessStart” email from Union University with instructions about how to set up your Union University email and links to our self-service portal, which is where you can see and pay your bill online (once you have been registered for classes).

Step 3: Holiday dates for Union University

- a) Classes will not meet at Union on the following dates during the fall semester:
 - a. September 7, 2026 for Labor Day
 - b. September 16, 2026 for Assessment Day
 - c. October 8-9, 2026 for Fall Break
 - d. October 27, 2026 for Campus and Community Day, and
 - e. November 21-29, 2026 for Thanksgiving Break
- b) Classes will not meet at Union on the following dates during the spring semester:
 - a. January 18, 2027 for Martin Luther King, Jr. Day
 - b. February 2, 2027 for Assessment Day
 - c. March 1-5, 2027 for Spring Break
 - d. March 26, 2027 for Good Friday, and
 - e. March 29, 2027 for Easter Holiday

Important Deadlines: Fall

August 18: Classes Begin

August 25: Last Day to Add a Class

September 1: Deadline to Drop (course doesn't appear on transcript)

October 20: Deadline to Drop (course appears as "DR")

Important Deadlines: Spring

January 7: Classes Begin

January 14: Last Day to Add a Class

January 21: Deadline to Drop (course doesn't appear on transcript)

March 15: Deadline to Drop (course appears as "DR")

To drop a class, the student must email Abby Scott (ascott@uu.edu or de@uu.edu) from their UU email account by the dates listed above in order to qualify for refunds. These deadlines are very important for securing accurate paperwork for the TN Dual Enrollment Grant.

Important information:

- General information about the Union University Dual enrollment program can be found on the Union University website at www.uu.edu/dualenrollment.
- Abby Scott (ascott@uu.edu or de@uu.edu) is your first and primary contact for dual enrollment questions.
- You will only be registered for the upcoming semester classes.
- These are real college courses; treat them as such as they will impact your college GPA. When it comes time to transfer credit, you may order a transcript by going to www.uu.edu/transcripts.
- Course enrollment is subject to faculty availability and course capacity.