



Steps to receiving dual credit courses from LRSC at your high school

1. Contact LRSC's Office of Continuing Education (701) 662-1508 and visit with us about the Dual Credit courses you'd like offered at your location. Do you want these classes to be delivered at your school or at a distance such as online or over our Interactive Video Network?
2. If you want to deliver classes yourself using qualified high school instructors at your school, those instructors will need to send a letter of intent, current resume, and college transcripts to the Continuing Education Office. The high school administrator will need to send us a copy of the school board's dual credit policy.
3. If that instructor(s) is approved, they are required to attend our summer orientation session (we provide one in June and one in August). Once completed, they will be allowed to offer the class to the students at the high school using LRSC syllabus guidelines as well as the books used by on-campus instructors for the course. Dual Credit instructors must also complete and turn in one assessment of their course per year.
4. If you request us to deliver a course from LRSC to your school using an online platform or the Interactive Video Network, the college will need to see how many students plan to take the class at the high school as well as look at IVN scheduling availability and have an instructor available. If those things work out, our LRSC faculty will deliver the course over the IVN system to the school.