



PennState
College of the Liberal Arts

IECP Intensive English
Communication Program

Onward to Penn State (Dual-Enrollment)

Fall 2019

☞ Information and instructions for IECP students who wish to enroll in IECP courses as well as regular courses at Penn State. ☞

Remember:

- The Onward to Penn State option is available to IECP students who have completed AL140, Ai140, or both.
- Certification:
The Onward to Penn State, or Dual-Enrollment option, is *not* the same as IECP Certification. However, the Onward to Penn State option works in conjunction with IECP Certification. For IECP Certification, students must successfully pass *all* IECP classes during their final semester (including modules).
- IECP students take (a) an IECP core & grammar component as well as an elective course and (b) two Penn State courses.
- While dual-enrolled, the IECP maintains a student's I-20, so it is imperative that students attend all IECP classes and complete coursework as expected. Dual-enrolled students may be dismissed from the IECP and have their I-20 cancelled exactly the same as other IECP students!
- Dual-enrolled students must provide the IECP evidence of enrollment status!
- IECP students may dual-enroll for *only one semester*.
- Plan ahead! It is too late to dual-enroll after the semester begins!

STEP 1: Meet with the IECP Director

STEP 2: Get Letter of Permission and visit Registrar's Office

STEP 3: Pay for classes

STEP 4: Demonstrate proof of enrollment



STEP 1: Meet with the IECP Director

1. Use the *Checklist* (p. 4) to confirm that you are eligible for dual-enrollment.
2. Make an appointment with the IECP Director, Dr. Litzenberg, by emailing directly (jjl53@psu.edu).
3. After demonstrating to the IECP Director that you understand the options and that you are completing the necessary obligations for dual-enrollment, the IECP will order a Letter of Permission for you from Global Programs.

STEP 2: Get Letter of Permission and visit Registrar's Office

1. Global Programs (UOGP) provides a Letter of Permission to the student.
2. The IECP emails the student when the letter is ready for pick up (Student ID needed!). The usual wait period is about 3 days.
3. Students take the Letter of Permission to Registrar's Office in the Shields Building to begin registration processes.
4. Apply to the Registrar's office using the Non-Degree Student application https://www.registrar.psu.edu/student_forms/nondegree_form.cfm

You want to complete this application as soon as possible!

5. Please note that after choosing Penn State classes, you must work with the University Registrar to ensure that you are registered and enrolled in these classes. The IECP *cannot* enroll you in these classes!

STEP 3: Pay for classes

1. Sponsored students need permission from their sponsor and must deliver two forms to the UOGP Sponsored Student Office:
 - a. *Sponsor Release Form*
 - b. *Sponsor Student Information Form*
Note: You may be charged a \$500 Sponsored Student fee by Penn State.
 - c. If you need the IECP to contact your sponsor, complete a *Letter Request Form* in the IECP office.
2. You must pay the course fees to the IECP and Penn State separately

STEP 4: Demonstrate proof of enrollment to IECP

Deliver evidence (eg, a screenshot or photocopy) of your enrollment in PSU courses to the IECP Director as soon as possible. This step is critical to maintain your legal visa status!

CHECKLIST

Use the following list to confirm that you are eligible for dual-enrollment. Please ensure that you have:

- completed *at least* one 140-level course
- passed your IECP classes
- spoke with Program Director
- not previously dual-enrolled
- confirmed that your sponsor will pay for classes
- Graduate students: contact your department!

Penn State classes completed while in the IECP are *not for credit*. Credit may be applied *retroactively* through a student's department. Students must check with the department of their intended major, as retroactive credit is not guaranteed.

However, the all Penn State courses become part of your permanent record and count towards your Penn State Grade Point Average (GPA). These courses will appear on official university transcripts!

For additional information, contact IECP Director at:
Jason Litzenberg (jjl53@psu.edu) (814-865-5307)