

# Dual Credit Holds FAQ

## Standard Admission Holds

### **Q: Why do I have an admissions application hold?**

**A:** You have not completed an ApplyTexas application. If you previously applied and did not attend, you must reapply. Please visit [www.applytexas.org](http://www.applytexas.org) to complete your free 2 year admissions application.

### **Q: Why do I have a hold for my high school transcript?**

**A:** Official high school transcripts are required for Admissions. You will need to request a high school transcript be sent to DMC when you apply to our college for dual credit. Please note you will also need to provide a final, official high school transcript once you graduate to complete your DMC file.

### **Q: Why do I have a hold for test scores?**

**A:** Test scores are a state requirement and required for Admissions. Students will need to provide TSI test scores. You may visit [www.delmar.edu/tsi](http://www.delmar.edu/tsi) for information on TSI test offerings at Del Mar College. You will need to complete the Pre-Assessment Activity (PAA) on the website before you will be allowed to sign up for the TSI test.

### **Q: Can I be exempt or waived from the TSI test?**

**A:** If you meet one of the following, you will be exempt/waived from the TSI test

- **ACT** taken within 5 years with scores of
- Exempt from Reading and Writing (Composite of 23+, English 19+) If you do not meet this score requirement, you will need to take the Reading, Writing, and Essay portions of the TSI.
- Exempt from Mathematics (Composite of 23+, Mathematics 19+) If you do not meet this score requirement, you will need to take the math portion of the TSI test.
- **SAT** taken on or after March 2016 with scores of
- Evidence-Based Reading and Writing (EBRW) 480+. If you do not meet this score requirement, you will need to take the Reading, Writing, and Essay portions of the TSI.
- Mathematics 530+. If you do not meet this score requirement, you will need to take the math portion of the TSI test.
- **PSAT (NMSQT version only)**
- Evidence-Based Reading and Writing (EBRW) 460+. If you do not meet this score requirement, you will need to take the Reading, Writing, and Essay portions of the TSI.
- Mathematics 510+. If you do not meet this score requirement, you will need to take the math portion of the TSI test.
- **STAAR (EOC)**
  - Level 2 English 2 – 4000+. If you do not meet this score requirement, you will need to take the Reading, Writing, and Essay portions of the TSI.
  - Level 2 Algebra 1 – 4000+ AND HS Algebra 2 (Passing Grade/1.0 credit). If you do not meet this score requirement, you will need to take the math portion of the TSI.
  - Level 2 Algebra 2 – 4000+. If you do not meet this score requirement, you will need to take the math portion of the TSI.

- **Level 1 Certificate** program
- If the major you selected is a level 1 certificate, you will be waived from the TSI test.

**Q: If I made a 19 on my math ACT but did not meet the score requirement for the Composite and English, am I exempt from the math TSI?**

A: No, you must meet all 3 ACT score requirements (Composite 23+ AND English 19+ AND Math 19+) to be exempt from the TSI. You will need to take all TSI subjects (Reading, Math, English, Essay)

**Q: Why do I have a hold for the bacterial meningitis shot?**

A: The bacterial meningitis shot is a state requirement for all students under the age of 22 and is required for Admissions. Please provide a copy of your shot record that shows proof you have the meningitis shot and when it was administered. The shot is valid for 5 years and must not be expired prior to the 1<sup>st</sup> day of class for the semester you are attending. For more information, please visit

<https://www.highered.texas.gov/institutional-resources-programs/public-universities-health-relatedinstitutions/other-institutional-resources/bacterial-meningitis/>

**Q: What if I do not have the bacterial meningitis shot and will not receive one due to reasons of conscious?**

A: If you do not have the shot and will not get the shot due to personal beliefs or reasons, please visit <https://corequestjc.dshs.texas.gov/> and complete the Exemption form. The form must be printed and signed.

**Q: Why do I have a hold for a college transcript?**

A: You indicated on your application that you attended another college/university. All college transcripts are required for Admissions. If you attended another college/university, please request your college/university send your official transcript to Del Mar College.

**Q: How do I send my official college transcript to Del Mar College?**

A: There are several options when sending your official transcript to DMC. Please have your college/university send your official transcript to DMC one of the following ways:

- By mail to the following address: Del Mar College Admissions, 101 Baldwin Boulevard, Corpus Christi, TX 78404
- Electronically if your college/university has the capability to send official transcripts via SPEEDe.
- By email to [enroll@delmar.edu](mailto:enroll@delmar.edu). Transcripts sent via email are official when your college/university sends them via a 3<sup>rd</sup> party secure service such as Parchment, Escrip, Scribbles, etc. If your transcript is sent via email, in pdf format and not through a 3<sup>rd</sup> party secure service, your transcript will be considered unofficial.

**Social Security Card Holds**

**Q: Why do I have a hold for my social security card?**

A: SS card holds are placed on student records for those who did not provide their SSN on their ApplyTexas application or for those who have a SSN discrepancy and the student's SSN needs to be verified.

**Q: What do I need to provide for my social security card hold?**

A: You will need to provide a copy of your social security card. The copy must be legible.

## **Proof of Texas Residency Holds**

### **Q: Why do I have a hold for proof of Texas residency?**

**A:** Proof of Texas residency holds are placed on students who did not answer the necessary residency questions on ApplyTexas or have a discrepancy in the residency information provided.

### **Q: What do I need to provide to get my proof of Texas residency hold removed?**

**A:** You will need to provide one of the following documents as acceptable proof:

- Student's Texas Driver's License or Texas Identification Card with an issue date that is at least 1 year (must be current, not expired)
- Current residential lease that is at least one year old that shows the student as an occupant.
- Parent's most recent **TWO** tax returns filed in Texas that shows the student as a dependent (need the 1<sup>st</sup> page only that has parent info and address as well as student's name listed as dependent)

### **Q: What do I do if I do not have one of the three documents listed above for my proof of TX residency hold?**

**A:** Please contact your Del Mar College Dual Credit liaison so that they may work with Admissions to provide you with more information.

## **Address holds**

### **Q: Why do I have a hold for In-district proof?**

**A:** In-district holds are placed on students who provide two addresses on their ApplyTexas application and the Admissions Office needs to verify your physical Corpus Christi address for In-District tuition eligibility.

### **Q: What do I need to provide for my hold for In-district proof?**

**A:** You will need to provide one of the following documents as acceptable proof:

- Student's Texas Driver's License or Texas Identification Card
- Current residential lease that shows the student as an occupant
- Student's Current paycheck stub

### **Q: Why do I have an address correction hold?**

**A:** Address correction holds are placed on students who were mailed an acceptance letter from Del Mar College and the letter was returned as non-deliverable.

### **Q: What do I need to provide for my address correction hold?**

**A:** You must complete the Personal Information Update form. This form is found online at <https://www.delmar.edu/offices/registrar/resources/Personal-Info-Update.pdf>

## **Proof of Citizenship Holds**

**FYI:** Proof of Citizenship holds are placed on students dependent on how they answer the citizenship/residency questions on their ApplyTexas applications. If a student indicates on his application that they or their parent are not a US citizens, a hold will be placed to provide the appropriate documentation.

**Please refer to the DC citizenship chart as needed (separate page).**

**Q: Why do I have a hold for a permanent residence card?**

**A:** On your admissions application, you indicated that you are not a US citizen but you have a permanent residence card or that you have applied for permanent resident status with US Citizenship & Immigration Services (USCIS).

**Q: What do I need to provide for my permanent resident card hold?**

**A:** You will need to provide a copy of your permanent resident card. The card must be current, not expired and the copy must be legible. If you do not have a card yet and have applied for permanent resident status, you will need to provide your I-797 Notice of Action letter that you received.

**Q: Why do I have a hold for my parent's permanent residence card?**

**A:** Your residency is based on your parent's residency. On your admissions application, you indicated that your parent was not a US citizen but your parent has a permanent resident card.

**Q: What do I need to provide for my parent's permanent resident card hold?**

**A:** You will need to provide a copy of your parent's permanent resident card. The card must be current, not expired and the copy must be legible. If your parent does not have a card yet and have applied for permanent resident status, you will need to provide their I-797 Notice of Action letter.

**Q: Why do I have a VISA hold?**

**A:** On your admissions application, you indicated that you and/or your parent are not a US citizen and do not have a permanent resident card. You will need to provide the appropriate documentation:

- Student: If you are currently in the US with a VISA, please provide a copy of your VISA. VISA must be current, not expired and the copy must be legible. If you do not have a VISA but have applied for one with US Citizenship & Immigration Services (USCIS), you will need to provide your I-797 Notice of Action letter that you received.
- Parent: If your parent is currently in the US with a VISA, please provide a copy of your parent's VISA. VISA must be current, not expired and the copy must be legible. If you do not have a VISA but have applied for one with US Citizenship & Immigration Services (USCIS), you will need to provide your parent's I-797 Notice of Action letter that they received.

**Q: What if I am undocumented and do not have a permanent resident card, VISA, or any applications pending with the US Citizenship & Immigration Services (USCIS)?**

**A:** If you are in the US undocumented and you do not have any of the appropriate documentation required, you will need to inform the Dual Credit Office by emailing them directly to [dualcredit@delmar.edu](mailto:dualcredit@delmar.edu) or by providing that information to your high school DC counselor so that they may email the DC Office on your behalf. If your parent is in the US undocumented, you will need to inform the Dual Credit Office or your high school DC counselor as well.

