



Transcript Review for Prospective Dual Credit Instructors

I am submitting unofficial transcripts from the following colleges and/or universities for review. You can request that official transcripts be sent, but it is not necessary for a Transcript Review.

Name _____ Email: _____

I would like to teach _____ as a dual credit instructor at
_____ High School.

Please provide the full name of the college or university as well as the city and state where it is located.

_____ in _____, _____
Name of School City State

_____ in _____, _____
Name of School City State

_____ in _____, _____
Name of School City State

Please list all names that may appear on your transcripts.

You will receive a response after the review is complete. If you meet the requirements, you can then proceed with the application process. This process and forms can be found at www.accd.edu/nvc/dualcredit.htm . Go to Instructors and Become a Dual Credit Instructor. At that time, we will need official transcripts in a sealed envelope from each college and/or university (if they were not already submitted for this review).

If you have questions, please contact Bertha Vidales at bvidales@mail.accd.edu or 486-4287.

Send this form along with your transcripts to: Northwest Vista College
Attention: Bertha Vidales
Dual Credit, JH 213
3535 N. Ellison Dr.
San Antonio, TX 78251