Career & Technical Education (CTE) Dual Credit Request Form

How to Request for your CTE Dual Credit:

- The minimum grade required to earn CTE Dual Credit is a **"C" or better**.
- Email request **form and official high school transcript** to pc3dualcredit@pierce.ctc.edu
- You will receive an email confirmation once your class(es) have been transcribed.

Once transcribed, you may view your unofficial transcript or request an official transcript online at my.batestech.edu. Click on Quick Links. Contact the Students Records Clerk at registration@batestech.edu to request your student ID number and pin code.

There is no fee to get your CTE dual credit classes transcribed at Bates Technical College; however, there is a variable fee ($3 and $20) to request for an official transcript at www.parchment.com.

Additional Information on CTE Dual Credit: https://www.pc3dualcredit.org/faq/

Full Name: _____
                        Last   First   MI

Mailing Address: _____
                     Street or P.O. Box   Apt./Unit #

                     City   State   Zip

Preferred Phone: _____   Alternate Phone: _____

Date of Birth: _____

Email Address: _____

Home High School: _____   Home School District: _____

Last Name on High
School Transcript: _____

By signing, I authorize Bates Technical College to transcribe all CTE Dual Credit classes that I am eligible for.

Student Signature: _____   Date: _____