



## Early College Dual Credit – Application & Syllabus Checklist

High School Name \_\_\_\_\_

High School COURSE Name \_\_\_\_\_

Length of Course (Yearlong/Semester/Trimester) \_\_\_\_\_

Number of Contact Hours \_\_\_\_\_ Lab Hours (if applicable) \_\_\_\_\_

GFU Course Name

Please leave blank if you are unsure \_\_\_\_\_

### Please ensure the syllabus includes the following components:

#### General Course Information

- High School Name and High School Course Title
- Academic Term

*Example: Fall 2025-26 / Yearlong 2025-26 / Spring 2025-26*

- George Fox University Equivalent Course Title and Credit Hours

*Example: This course qualifies for PHYS 150 – Physics of Everyday Life (4 college credit hours) through George Fox University, if students choose to register. Registration opens in the fall.*

- Instructor Full Name and Credentials

*Example: Jane Doe, M.Ed*

- Instructor Email Address

#### Course Content and Structure

- Course Description
- Course Learning Outcomes/Objectives
- Required Textbook/Readings/Materials
- Course Requirements

List and describe key learning activities such as: homework, projects, exams, labs, etc.

- Assessment and Grading Structure

Clearly describe how student performance will be evaluated

#### Science Courses – Additional Requirements

- Laboratory Manual (if applicable)

Include citation: title, edition, publisher, and year

- Supplemental Resources (if using various sources)  
List as: "Various sources including..." and cite at least two or three examples
- Detailed Course and Lab Schedule  
Include specific topics and assignments. Avoid vague titles like "Lab #1" or "Inquiry Lab"
- Lab Activity Criteria  
Hands-on and conducted in a laboratory or field setting; provide student access to scientific instrument; include both quantitative and/or qualitative analysis; inquiry based



**Be Known.**

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