

Dual Enrollment Step-by-Step Guide

Step 1: Contact your school counselor to schedule a meeting to determine eligibility.
Deadline for participation meeting is November 15, 2020 for Spring 2021!!!

Contact Information:
rudd.jana.r@muscogee.k12.ga.us
(706)748-2819

Step 2: Have your Counselor check your Hope GPA. You may qualify to exempt taking the Accuplacer test. You must have a 2.6 GPA for Columbus Tech and 2.5 for Ga Military College. If you plan to attend CSU, you will need to **Register online to take the SAT or ACT.** You can apply for a fee waiver in the Counseling Office, if you are a Junior or Senior only. **YOU CAN ALSO SEE MR. BROCK TO SET UP TESTING FOR ACCUPLACER ON CSU'S CAMPUS. THERE IS A \$25 FEE TO TAKE THIS TEST.**

www.sat.org/register www.actstudent.org

**** Please keep in mind that Georgia has issued new rules regarding the amount of hours you can complete through this program. If you are NEW to Dual Enrollment, you have 30 total semester hours or 45 total quarter hours. If you are a current Dual enrollment student, you have up to 42 total credit hours. You can find this information in your gafutures account.**

Step 3: Set up a meeting with your counselor to discuss admissions requirements and advisement for courses.

Step 4: Set up a meeting with Mr. Brock to apply for admission to CSU, GMC, or CTC. Go to **GAfutures.org**. If you don't have a GAfutures account, you will have to create one. Once logged in, go to "College Planning" and find the "College Applications" tab. Find the college you are applying to and click on "Apply."

Step 4: Through your high school counseling office, request that your **Transcript** be sent to the college to which you are applying. Requesting a high school transcript can also be done through **GAfutures.org**.

Step 5: Complete the **Dual Enrollment Online Application** found at **GAfutures.org**. In order for the state to pay for your courses, this form must be completed each semester of dual enrollment. **See Mr. Brock for details**

Step 6: Once accepted to the college, set up a meeting with your **College Advisor** to finalize your college courses and register.

Step 7: Provide a copy of your college course schedule to your high school counselor AND Mr. Brock. Once we have received your schedule, we can process your classes in GAfutures so that your classes will be paid for.

*****EFFECTIVE SUMMER 2020*****

Updated Dual Enrollment policies under HB 444 will go into effect during the Summer 2020 term. Please review the following changes to the Dual Enrollment program.

- Limit of 30 credit hours provided under the Dual Enrollment program
 - Additional hours can be taken but would have to be paid out of pocket

- Grandfather clause for current students:
 - 18 hours or less – 30 hour cap applies
 - 19 hours or more – receives 12 additional hours

- DE program will only cover Core courses (math, science, language arts, social science), Foreign Language courses, and CTAE courses
 - Will not cover Fine Arts, PE, and Personal/Interpersonal/Social Skills courses
 - You can review the updated 2020-2021 DE Course Directory [here](#)

- 11th and 12th grade only
 - 10th grade can participate if they meet Zell Miller Scholarship GPA/scores on ACT or SAT (3.7 GPA, ACT score - 26 OR SAT score - 1200)

- 2 course withdrawal limit

- No retakes except in extenuating circumstances

