

North Springs High School Dual Enrollment TIMELINE

Dual Enrollment General Information

In order to participate in Dual Enrollment, you must complete paperwork for the **College** and for the **High School**. There are two separate enrollment processes for DE- (high school process, college process) and you must complete ***both*** to be enrolled. The details are outlined below.

High School Process	College Process
<ul style="list-style-type: none"> ➤ Pick up DE contracts/information from Student Services beginning February 1, 2019 and review all required steps. 	<ul style="list-style-type: none"> ➤ Create an email account that you and/or a parent will check daily. This is the only way the college will communicate with you.
<ul style="list-style-type: none"> ➤ Turn in Fulton County contract by or before March 30, 2019 to indicate your interest in DE and to discuss required courses. <p>Complete 2 required forms with your counselor and obtain parent signature:</p> <ul style="list-style-type: none"> - Student Participation Agreement - Fulton County DE Contract 	<ul style="list-style-type: none"> ➤ Take the SAT or ACT and send your scores directly to the college. <p>-GA State: SAT code 5711, ACT code 0806 -Gwinnett Tech: SAT code 5168, ACT code 0847 -Kennesaw State: SAT code 5359, ACT code 0833 -GA Tech: SAT code 5248, ACT code 0818 *Potential GA Tech students must also code GA Tech as the receiving college for their AP Calculus BC exam</p>
<ul style="list-style-type: none"> ➤ On your Fulton County DE registration form, indicate what classes you plan to take if you aren't accepted into Dual Enrollment (for example, if you don't take College English, will you take AP Literature or World/Multi Lit) 	<ul style="list-style-type: none"> ➤ Apply to the college by college deadline. <p>(Ga Tech Application opens May 15, 2019 and this is the only exception to the March 30 deadline to apply)</p>
<ul style="list-style-type: none"> ➤ Return forms DE Student Packet to Counselor by March 30, 2019. <p>This includes:</p> <ul style="list-style-type: none"> -completed Student Participation Agreement -completed Fulton County DE Contract *incomplete forms or missing signatures will be returned to the student for correction. 	<ul style="list-style-type: none"> ➤ Submit all required additional material directly to the college by May 1, 2019. (GA Tech is only exception to May 1 deadline, please follow their posted deadlines) <p>This includes:</p> <ul style="list-style-type: none"> -Immunization Records -Verification of Lawful Presence -Parental Consent Form (if required) -Males register with the selective service -Other materials required by the college
<ul style="list-style-type: none"> ➤ Once accepted to the college, email your counselor with a screenshot of your acceptance and then we can add the class to your North Springs schedule. Hard copy of college schedule is also accepted. 	<ul style="list-style-type: none"> ➤ Log into www.gafutures.org and complete the DE SPA- Student Participation Agreement Funding Application by May 1, 2019. (this includes potential Ga Tech students)

ALL of the required High School and College process steps must be completed before you can enroll in any Dual Enrollment course. College deadlines are different than Fulton County deadlines.

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- Spring 2019- Student learns more @ Dual Enrollment (DE), speaks with counselor to determine if good fit for 4 year plan. Student applies to college and notifies counselor by March 30th turning in the Fulton County DE contract.
- March- May/June 2019- Student completes college application process and obtains college acceptance.
****Students/Parents are expected to manage college application and acceptance process independently with the college/university.**
- May 2019- Before last day of School- Counselor follows up with students and determines who needs to be returned to F2F- face to face course(s) and provides final advisement for scheduling and summer support info.
- Summer 2019- Students attend orientation and register for courses.
- July 15- August 1st 2019 – Student provides counselors with their college course schedule and finalizes High School schedule.
- Fall 2019- Student takes Dual Enrollment coursework and ensures counselor receives final college transcript to add DE course grades to transcript.

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