

## Dual Enrollment Student Checklist

**\*\*If you want to dual enroll for Summer or Fall 2019 be sure to complete these steps before APRIL 5, 2019\*\***

1. \_\_\_\_\_ Research dual enrollment (DE) partner colleges and decide which one you want to go to. Admission requirements for each college are listed below.
2. \_\_\_\_\_ Meet with **your counselor** to decide which DE classes you want to sign up for. You can check to see how credits will transfer from one college to another by going to <https://www.gatracs.org>
3. \_\_\_\_\_ Apply to the college you want to dual enroll with. All colleges use online DE applications except for NGTC and Truett-McConnell (you can get these applications from Dr. Gary).
4. \_\_\_\_\_ Return the completed Student Participation Agreement (SPA) to Dr. Gary and send any required test scores to colleges (based on admission requirements).
5. \_\_\_\_\_ Complete a DE funding application with GAfutures. Instructions are on the back of this sheet. →
6. \_\_\_\_\_ Check your email regularly to be on the lookout for information from your DE college, HCHS counselors, or the DE coordinator (Dr. Gary).
7. \_\_\_\_\_ Download the Remind app and sign up for Dr. Gary's DE Remind by texting @2hg8af3 to 81010
8. \_\_\_\_\_ Be aware of your course start date (check the college website) and begin attending/participating in a timely manner. Failure to do so will result in you being dropped from the class.
9. \_\_\_\_\_ Once the class begins, ALWAYS be aware of your grades. Make sure to talk to your HCHS counselor **immediately if you are failing a course!**

### Admission Requirements for our Partner Colleges:

**Brenau:** 11<sup>th</sup> or 12<sup>th</sup> grade, 3.0 GPA, test score:

(SAT- 540 in Evid. Based Reading or ACT -20 in English or Accuplacer - 68 in Reading and 74 in Sent. Skills)

**Piedmont:** 11<sup>th</sup> or 12<sup>th</sup> grade, 3.0 GPA, test score (SAT or ACT or Accuplacer)

**North GA Technical College:** 9<sup>th</sup>-12<sup>th</sup> grade, test score (SAT or ACT or Accuplacer)

**Toccoa Falls:** 10<sup>th</sup>-12<sup>th</sup> grade, minimum 3.0 GPA, no test scores required

**Truett-McConnell:** 10<sup>th</sup>-12<sup>th</sup> grade, 3.0 GPA, Accuplacer (if enrolling in Math courses)

**UNG:** 11<sup>th</sup> or 12<sup>th</sup> grade, 3.25 GPA, test score:

(SAT – 970 combined, 480 reading, 440 math, or ACT of 20 composite)

**Young Harris:** 11<sup>th</sup> or 12<sup>th</sup> grade, 3.2 GPA (or 3.0 GPA and 1050 SAT or 21 composite ACT)

## **Do you need to create a GAfutures account?**

**(If you already have an account, sign-in and skip to number 11 below)**

1. Go to <https://www.gafutures.org>
2. Click "Create an account"
3. Enter First and Last Name
4. Click on the group that best describes you. You should click on the first blue box and then click the "I attend a public high school" option
5. Enter email address – USE YOUR SCHOOL EMAIL ADDRESS
6. Create a username using lower case letters
7. Create a password. BE CAREFUL HERE! Password must:
  - Be at least 8 characters long
  - Contain at least one upper case and one lower case
  - Contain 1 number
  - Contain 1 special character (like !@#\$%^&\*)
8. Finish entering in all information for the boxes with red asterisks \*
9. See Dr. Gary or another school official if you do not know your GTID number or your Social Security number.
10. When you have correctly entered all information, click "Create Account" at the bottom of the page.

### **After you have successfully created an account:**

11. Go back to the home page ([gafutures.org](http://gafutures.org)) and click on "HOPE & State Aid Programs"
12. Click on the green "State Aid Applications"
13. Click on the blue "Dual Enrollment Funding Application (Online)"
14. Click "Add New Application"
15. Make sure all information is correct and that you have selected "Public High School" where it asks for Type of High School.
16. Make sure you highlight Habersham Central High School in the left-side box. When it is highlighted, click on the arrow pointing to the right so that the Habersham Central name moves over to the right-hand side of the screen.
17. Repeat the same process as above for selecting your college(s).
18. Check the certification box at the bottom of the page and click "Submit"

**\*CONGRATULATIONS YOU HAVE SUCCESSFULLY APPLIED FOR DUAL-ENROLLMENT FUNDING!\***