

## Dual Enrollment Application Process



Dual enrollment (DE) is a program which allows high school students (9th – 12th grade) to earn college credit while working on a high school diploma. The goal of Dual Enrollment is to increase college access and completion and to prepare students to enter the workforce with the skills they need to succeed.

### Apply to Participate

The first step is to complete a Dual Enrollment Parental Consent Form. This form allows the Career Center Coordinator to access the student's test scores, grades/records in regards to the application process.

### Take the Appropriate College Entrance Exam

Students must make acceptable scores on the admissions exam required by the college of their choice. Admissions exams such as the ACT and SAT have an associated fee. The ACCUPLACER Exam is accepted by technical colleges for admission. The ACCUPLACER Exam is free of charge and is given at the technical colleges. Information about testing is available in the Career Center.

### Complete the College Application

Complete an application for the college you wish to attend by their stated deadline. Deadlines for DE can differ from that of other college students. Make sure you apply as a Dual Enrollment student.

### Schedule an Advisement Appointment

Contact your school counselor to set up an advisement meeting to complete a Student Participation Agreement (SPA). The SPA must be submitted for each semester you choose to participate in the Dual Enrollment Program. Keep the counselor and Career Center Coordinator informed of any changes that occur.

### Obtain Parent Signatures

Students will obtain required parent signatures on the Student Participation Agreement and return these to the Career Center.

Be sure to adhere to all deadlines given by the Career Center Coordinator and the chosen college. Missing a deadline may prevent a student from participating in the DE Program for the upcoming semester.

### Return the College Schedule

Provide a copy of your college class schedule to the Career Center Coordinator as soon as it is issued. Failure to do so may result in complications in meeting graduation requirements.

## DUAL ENROLLMENT RESOURCES

### Dual enrollment Contacts and Locations

Apalachee High School:	Ms. Allison Sharp, Career Center Coordinator 770-586-5111 or <a href="mailto:allison.sharp@barrow.k12.ga.us">allison.sharp@barrow.k12.ga.us</a>
Winder-Barrow High School:	Ms. Liz Long, Career Center Coordinator 770-867-4519 or <a href="mailto:liz.long@barrow.k12.ga.us">liz.long@barrow.k12.ga.us</a>
District Coordinator:	Ms. Sherri Perry, Sims Academy of Innovation and Technology 678-219-3303 or <a href="mailto:sherri.perry@barrow.k12.ga.us">sherri.perry@barrow.k12.ga.us</a>



### Dual enrollment Preparation Materials

Students who wish to attend any University System of Georgia college or university will need to make acceptable scores on the SAT or ACT. Examples of University System of Georgia colleges include University of North Georgia, Georgia Gwinnett College, University of Georgia, and many others.

Students who wish to attend any Technical College System of Georgia college will need to make acceptable scores on the ACT or SAT or have acceptable ACCUPLACER Exam scores. Examples of Technical College System of Georgia colleges are Lanier Technical College with a campus in Barrow County, Gwinnett Technical College, Athens Technical College and many others.

Acceptable admissions exams and score requirements vary by college. Your Career Center Coordinator can help you determine which test you need to take and will help find a test date that is convenient for you. To insure that students make acceptable scores, the following test preparation resources are available online.

[SAT Test Prep Resources Site \(www.sat.collegeboard.org\)](http://www.sat.collegeboard.org)

[ACT Test Prep Resources Site \(http://www.actstudent.org/testprep/\)](http://www.actstudent.org/testprep/)

[Accuplacer \(https://accuplacerpractice.collegeboard.org/\)](https://accuplacerpractice.collegeboard.org/)

Piedmont Regional Library offers [Learning Express Library \(http://prlib.org/\)](http://prlib.org/) with test prep materials. A library card is required to access this free online resource.