

Milton High School

Dual Enrollment Checklist

PAPERWORK MUST BE COMPLETED AND TURNED IN TO YOUR **ASSIGNED COUNSELOR**

BY **MARCH 29, 2024.**

**** NO EXCEPTIONS ****

Dual Enrollment Participation & Eligibility

- Enrolled in a Fulton County School high school, and has not received a high school diploma
- Meets college admission's requirements and has been accepted by an eligible postsecondary institution
- Meets grade level eligibility requirements set forth by HB444:
 - 9th Graders (Not Eligible)
 - 10th Graders ([Conditional Eligibility](#))
 - 11th & 12th Graders (Eligible)
- Has no more than two withdrawals from dual enrollment college courses.

Steps to Taking College Courses in High School

- View the Dual Enrollment Information Presentation (linked on the MHS Counseling Website)
- Email or book a meeting** with your **assigned counselor** to discuss your interest in Dual Enrollment; your counselor will approve or deny you to move on in the process based on graduation status, etc.

If you are APPROVED by your assigned counselor, move forward to the next steps:

- Complete the [FCS Dual Enrollment Contract](#) (FCS DE Contract)
- Book a meeting** with your **assigned counselor**. In this meeting, you will turn in your completed FCS DE Contract and complete the Dual Enrollment Advisement Form *together*.
- Use your personal email address and **apply to the college** you plan to Dual Enroll through:

Georgia State University (Perimeter Campus)	Gwinnett Technical College (Alpharetta Campus)
Georgia Institute of Technology	Kennesaw State University

- Send transcripts** via www.gafutures.org to the college(s) you apply to [[linked directions](#)]
- Send official SAT/ACT scores** through the testing agency OR schedule to take the Accuplacer (GSU/GTC) by the college application deadline
- Complete the Funding Application** on www.gafutures.org (parent signature required) [[linked directions](#)]
- Check your personal and college email/admissions account and **submit any additional documents required by the college** to remove any holds for registration (i.e. residency docs, immunizations, etc.)

Additional Resources:

- [Dual Enrollment Course Catalog](#)
- [Dual Enrollment FAQs](#)
- [Funding Dual Enrollment Courses](#)
- If you plan to take a DE course that requires a prerequisite, send your AP scores through www.collegeboard.org at the time you apply