

Milton High School

Dual Enrollment Checklist

STEPS 1 & 2 MUST BE COMPLETED BY **MARCH 31**

This deadline applies for both Summer 2023 and Fall 2023 Dual Enrollment Applicants

****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.

Step 1: Do your research! Do your paperwork!

- Attend the Dual Enrollment Information Night on January 26 -**OR**- Watch the recorded presentation (linked here on January 27).
- Complete the [FCS Dual Enrollment Contract](#) (FCS DE Contract)

Step 2: Meet with your counselor to determine eligibility and view course catalog.

- Book a meeting** with your ASSIGNED COUNSELOR. **For this meeting, you will bring your completed FCS DE Contract and complete the Dual Enrollment Advisement Form with your counselor.**

Step 3: Turn in your paperwork to Ms. Popwell, then complete the college application process.

- Turn in your completed FCS DE Contract and DE Advisement Form **to Ms. Popwell** (Suite 1340).
- 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