



Parkview High School Dual Enrollment Procedures

- Review the College Credit Options/Dual Enrollment PowerPoint and information on the Parkview Counseling web page. It is the student's responsibility to research college requirements for dual enrollment/college admissions, impact to GPA, HOPE, classes transferring to other colleges, etc. You must meet the DE admission requirements of the college you are interested in attending.
- Must attend one required DE Info session to be held during your entire advisement/lunch period or after school. Meeting dates are listed on DE website and scrolling announcements.
- Register for the SAT and/or ACT if not yet taken (*if needed at college*). Include selected college(s) in your score report request. Remember to check college admissions due dates.
- Meet with your assigned counselor to review graduation requirements and discuss the courses you plan on taking at college.

Mrs. Kim Salo

Last Names: A- Crew

Ms. Stephanie Auls

Last Names: Crex- Howe

Ms. Brenda LaManque

Last Names: Howf- Mont

Mr. Charles Walker

Last Names: Monu – Sanc

Mrs. Sonya Fernandez

Last Names: Sand – Z

- The deadline to participate in the Dual Enrollment program and to turn in all required Parkview paperwork is **March 29th** for Fall and/or Summer semester and **November 1st** for Spring semester (no exceptions) regardless of college deadlines. You may continue to complete the college application paperwork and take the SAT and/or ACT. Remember to check college websites for information, admission requirements, and deadlines.
- Apply to and gain acceptance to the college/university of your choice. You are responsible for following the college's application procedures and meeting ALL

deadlines and test requirements (ACT, SAT, Accuplacer, etc.). Each college may have different entrance requirements and deadlines.

- Create a gafutures.org account AND complete the DE funding application (*some colleges require this as part of the admissions process*).
- Parents/Guardians are required to electronically acknowledge they approve you to participate in this program via email from GAFutures.org
- It is your responsibility to register for the correct courses. Only courses listed on the gafutures.org course directory will be funded.
- Complete PHS DE Advisement Sheet which lists course name(s) & course number(s) and turn into Counseling Office.
- Turn in Declaration of Intent form to the Counseling Office.
- Submit a copy of your FINAL college schedule to the Dual Enrollment Coordinators each semester and Schedule Adjustment Form to the Curriculum Office.
- At the end of each semester provide Parkview with an official copy of your college transcript.
- Check you emails daily for important updates and information from DE Coordinators and the college. Failure to follow procedures may result in dismissal from the Dual Enrollment Program.
- Dual Enrollment students are responsible for completing all high school graduation requirements (including testing requirements, i.e., EOC) in order to participate in the graduation ceremony.