RCPS 2025-2026 Dual Enrollment Checklist

This checklist provides the steps needed to participate in the RCPS Dual Enrollment program.

_____ Attend a required dual enrollment meeting sponsored by the RCPS Counseling program or view the dual enrollment virtual meeting to get information regarding the dual enrollment program, course options, and application process.

_____ Join the 25-26 RCPS Dual Enrollment Remind : text @gk2eha6 to 81010

_____ Discuss dual enrollment options with your parent/guardian. Discuss transportation to and from campus, if needed.

_____ Check the admissions requirements of the college/university you plan to attend. Ensure the **MINIMUM admissions requirements are met.**

_____ Check with the college/university to determine if they offer in-house ACCUPLACER, SAT, and/or ACT testing.

_____ If needed register to take the ACT, SAT, and/or ACCUPLACER. Register for the SAT at http://www.collegeboard.com or the ACT at www.act.org. When registering online, send test scores to the college directly from the testing site.

_____ Complete and submit an admissions application.

_____ Ensure that your **social security number is correct** on all application materials (for funding purposes).

_____ Request an official transcript along with any other required documentation to the dual enrollment office. Transcript requests are made through your home school counselor or the Dual Enrollment Specialist.

_____ Make sure you submit any other documents required for admission to the college (participation agreement, advisement form, registration hold, etc.)

_____ Complete your *GAfutures* Dual Enrollment Funding Application; make sure your parent/guardian completes the Parent Participation Agreement.

_____ Once you have been accepted to the college, meet with your home school counselor to review your transcript and determine what courses you need to graduate and how to arrange your high school and college/university schedules.

- Bring this DE checklist and proof of your college acceptance (email or letter).