



# 2026-2027 MILL CREEK HIGH SCHOOL DUAL ENROLLMENT CONTRACT

**Student's Name:** \_\_\_\_\_

**GCPS Student Number:** \_\_\_\_\_

**Grade Level for the 2026-2027 School Year:** \_\_\_\_\_

**College or University for Dual Enrollment (DE):** \_\_\_\_\_

**Full-time or Part-time:** \_\_\_\_\_

Participation in MCHS's Dual Enrollment (DE) program, as defined by State Board policy, is a voluntary student choice. Therefore, it is the responsibility of the **student and parent/guardian** to understand the program's requirements, admission process, and potential impact on high school graduation, GPA, HOPE eligibility, and class rank.

<b>Parent/Guardian &amp; Student ... please review all information below &amp; initial after each statement. Full signatures are required where indicated on the back of this contract.</b>	<b>Parent's / Guardian's Initials</b>	<b>Student's Initials</b>
Mill Creek's Dual Enrollment Deadlines: Submit Mill Creek's Dual Enrollment Contract and <u>APPLY</u> to the college by Mill Creek's DE deadline regardless of the colleges' deadlines: <b>Fall 2026/Summer 2026 – March 13, 2026; Spring 2027 – November 2, 2026</b>		
Full-time Dual Enrollment (DE) students must enroll in a minimum of <b>four college courses</b> each fall and spring semester (labs do not count toward this requirement). <b>Part-time DE students</b> must be enrolled in a total of <b>six courses</b> each semester, combining classes from <b>MCHS</b> and the college (e.g., 3 college + 3 MCHS, or 2 college + 4 MCHS).		
Part-time DE students are required to finalize their next year's MCHS schedule for both semesters by <b>May 8, 2025</b> . The MCHS schedule cannot be changed and students will need to select college classes & class times that will work with their MCHS classes.		
The student must provide to MCHS a copy of their college schedule each semester. If changes are made to the college schedule it is the student's responsibility to communicate the changes to Mill Creek.		
Students & Parents must submit their portion of the DE Funding Application on <a href="http://www.GAfutures.org">www.GAfutures.org</a> once a year for each college the student attends. (Use the 2026-2027 application which opens sometime in February.)		
Students must provide his/her own transportation for their DE courses. Students are responsible for ensuring they arrive to classes scheduled at the college and classes scheduled at MCHS on time – <b>NO EXCEPTIONS</b> .		
Parking passes are <b>not guaranteed</b> for DE students ... Students may not be on Mill Creek's campus during days or class periods when they do not have scheduled college classes. Additionally, students are not permitted to remain on campus to complete online college coursework.		
Dual Enrollment students may not drop courses after the semester begins. College-issued drop dates do <b>not</b> apply to DE students. Dropping a course may result in removal from the Dual Enrollment program.		
Dual Enrollment (DE) funding covers up to <b>30 college credit hours</b> throughout a student's high school career. Any credits earned beyond the 30-hour limit must be paid for by the student. Additionally, certain fees—such as lab fees, proctoring fees, and other course-specific costs—are not covered by DE funds.		
Students must comply with all rules from the post-secondary institution and Mill Creek High School.		

**COMPLETE SIDE TWO**

<b>Parent/Guardian &amp; Student ... please review all information below &amp; initial after each statement. Full signatures are required where indicated on the back of this contract.</b>	<b>Parent's / Guardian's Initials</b>	<b>Student's Initials</b>
Dual Enrollment Students are responsible for completing all high school graduation requirements. Graduation and participation in the ceremony may be delayed if: <ul style="list-style-type: none"> <li>• The student fails a course required for graduation.</li> <li>• The student does not register for the correct courses needed to graduate.</li> <li>• The student drops a required course.</li> <li>• The student fails a college course and must re-enroll in a high school course the next semester, resulting in missed content.</li> </ul>		
Colleges will only communicate with the student – not the parent or high school representative regarding the student’s academic progress at the college. <b>Students should be able to advocate for themselves without additional adult assistance and navigate the college class on their own.</b>		
The official college transcript must be submitted to Mill Creek before the end of Mill Creek’s fall and spring semesters. Failure to do so will result in the student not being eligible to participate in the graduation rehearsals and ceremony.		
The letter grade sent by the college on the student’s transcript will be transcribed at the numeric midway point based on the GCPS grading scale. (ex A = 95, B = 85, C = 75, & F = 55 etc.). The letter grade of Z will be placed on the transcript if a student drops a class.		
DE Colleges do not follow the Gwinnett County Public School calendar. Students are expected to honor all attendance requirements at their college and at MCHS (if P/T DE).		
High School Athletic/Interscholastic Participation: A student is required to pass classes carrying the equivalent of at least <b>2.5</b> Carnegie Units counting toward graduation the semester immediately preceding participation. Families should consider whether practices, games, etc. will interfere with the completion of postsecondary courses.		
Dual Enrollment (DE) credits may not transfer to all colleges. Students are responsible for confirming with prospective colleges whether DE credits will be accepted and how they will apply toward the intended major. The DE coordinator can advise on courses that meet high school graduation requirements but cannot determine how colleges will evaluate or apply DE credits.		
Dual Enrollment students are expected to maintain communication with the Dual Enrollment coordinator while participating in the Dual Enrollment program.		
The Dual Enrollment program is based on state legislation policies and can change at any time without warning.		
<div data-bbox="50 1671 191 1810" data-label="Image"> </div> <p data-bbox="228 1671 1166 1768"> <b>The 2026-2027 Dual Enrollment Information Form has been completed.</b> </p> <p data-bbox="386 1776 1008 1810"> <a href="https://forms.office.com/r/nBHujW5jtt">https://forms.office.com/r/nBHujW5jtt</a> </p>		

**Student’s Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Parent’s/Guardian’s Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_