

# LA Valley College DUAL ENROLLMENT

## Steps to Apply—Fall 2026

**SUBJECT TO CHANGE**  
[cte.burbankusd.org](https://cte.burbankusd.org)



Instructional Services  
Revised 4/2026

**Need Support? Contact:**

Ms. Dysthe, CTE Counselor  
dianadysthe@burbankusd.org

LAVC Dual Enrollment  
dualenrollment@lavc.edu  
818-778-5700

**STATUS CHECK & ACCOUNT QUESTIONS**

Please scan the QR code or click the link below if you need someone to check the status of your account. Someone from the LAVC Dual Enrollment team will get back to you: <https://forms.office.com/r/Vkf3sAw362>



Links to Steps 1-3 found at [lavc.edu/admissions/dual-enrollment/process](https://lavc.edu/admissions/dual-enrollment/process)

### 1 APPLY TO LAVC

- Click [HERE](#) and proceed to **Step 1**. You will submit the LAVC online application. If you already have an active LACCD ID number, you can skip Step 1.
  - ⇒ Create an OpenCCC account **OR** log in using your personal email address.
- Apply to LAVC. Once the application is processed, you will receive an email with your LACCD college ID number. This usually takes 3-5 business days.
- Proceed to Step 2 **AFTER** you receive your 9-digit LACCD ID number.

### 2 SUBMIT DYNAMIC (K-12) FORM

- Click [HERE](#) and proceed to **Step 2**.
- Create an account or log into an existing Dynamic Forms account. Fill out the form.
  - ⇒ Add **your LACCD ID number**, NOT your high school ID number.
  - ⇒ Put **Diana Dysthe dianadysthe@burbankusd.org** under “High School Information”
  - ⇒ Select “**Concurrent Enrollment Student**” for an after school class.
  - ⇒ List the **1** course you submitted your information for on the **Course Interest Form**.
- Your parent **MUST** sign the Dynamic Form if you are a 1st time dual enrollment student.
- **You must allow 2-3 business days before following up on the status of your Dynamic Form.**
- **THE DYNAMIC FORM DOES NOT ENROLL YOU INTO YOUR CLASS.**

### 3 ENROLL INTO CLASSES

- Join the Enrollment Session, open to all BUSD HS students: Location- BHS, room 1148 computer lab on 6/1 or 6/3 anytime from 8am –noon**
- PLEASE GIVE ADMISSIONS AND RECORDS AT 2-3 BUSINESS DAYS TO PROCESS YOUR FORM BEFORE YOU TRY TO ENROLL.**
- Once your Dynamic Form is processed (about 3 days), click [HERE](#) and proceed to **Step 3**.
    - ⇒ **To request a password reset, email Ms. Dysthe**
  - In your student portal, select “Manage/Add Classes” to enroll.

### 4 ATTEND INFO SESSION

- To learn more about the CTE Dual Enrollment program, please attend a Zoom Student/Parent Info Session held at 6:00pm:
    - ◇ **May 12, 2026:** Enrollment Process Information Session
    - ◇ **August 18, 2026:** Dual Enrollment Orientation
- <https://laccd.zoom.us/j/86556359362>

### 5 FALL DEADLINES

**STUDENTS MUST ATTEND THE FIRST WEEK OF CLASS**  
**M/W classes start 8/31/2026 and T/Th classes start 9/1/2026**

LAST DATE TO	M/W CLASSES	T/Th CLASSES	Media Art 116	Counseling 020
Enroll with a Permission #	9/20/2026	9/16/2026	TBD	TBD
Drop class without a “W”	9/20/2026	9/16/2026	TBD	TBD
Drop with a “W”	11/16/2026	11/16/2026	TBD	TBD

**Need additional support?** Admissions & Records Live Chat can help with: <https://www.lavc.edu/admissions>. Admissions reps there 8am-7pm M-TH and 9am-1pm on Fridays. Show photo ID to rep.



SCAN FOR STATUS CHECK

**Please Note:** Class meetings are only accessible through Canvas. Students must be enrolled to access Canvas.