MC Dual Enrollment Program

STUDENT ENROLLMENT CHECKLIST

Academic Semester: ___________________

<table>
<thead>
<tr>
<th>Student Name ___________________________</th>
<th>MCPS # ___________________________</th>
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<tbody>
<tr>
<td>Email Address __________________________</td>
<td>Phone number ______________________</td>
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<tr>
<td>Counselor Name _________________________</td>
<td>Year of Graduation __________________</td>
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<tr>
<td>1st MC Class Choice ____________________</td>
<td>2nd MC Class Choice __________________</td>
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<tr>
<th>Items to Complete / Eligibility Criteria</th>
<th>Date Completed</th>
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<tbody>
<tr>
<td>Complete MC online college application: M# __________________________</td>
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<tr>
<td>HS provides transcript - Unweighted GPA of 2.75+. Seniors need 2.50+ unweighted GPA.</td>
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A. Submit eligible SAT or ACT test scores to MC OR
   - SAT Reading subtest 26+ OR Evidence-Based Read/Writing 480+ ________
   - SAT Math 530+ ________ OR
   - ACT Math 21+ ________ ACT Reading 21+ ________

B. Complete Accuplacer Assessment at MC OR
   - Math ________ English ________ Reading ________

C. APP English ________ APP Math ________

FIND YOUR COLLEGE CLASS

A. Talk with your MCPS DEPA and obtain details regarding college course options offered right at your high school.
B. Search the MC Class Schedule for available courses at one of our campuses or through distance learning: CLICK HERE or go to www.montgomerycollege.edu and do a search for “MC Class Schedule”
C. Record the details of the course(s) you wish to take on the COURSE SECTION WISHLIST- next sheet

Create account in Montgomerycollege.DualEnroll.com to request MC course STARTING OCTOBER 15– Use this interactive site to request class and track the approval process. Approvals are needed from a parent, MCPS and MC staff before MC staff enrolls student in class.

Login: ___________________________ Password: ___________________________

Activate MyMC online student account on MC website (“Find your MyMC ID” and “Claim Your Account”)

MyMC ID: ___________________________ Password: ___________________________

Complete New Student Online Academic Orientation via MyMC

Complete MCPS Dual Credit Refusal Form – return to high school

Verify course registration and pay for the class via MyMC

See complete DE admission and registration procedures at www.montgomerycollege.edu/dep

Revised Sept. ’18
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COURSE SELECTION WISHLIST

Steps to Choose a College Course:
1. Student must obtain assessment and course placement information from Montgomery College.
2. Student determines which previously approved course they qualify for and would like to take:
   a. Speaks with MCPS DEPA to find out course availability at the high school site
   b. Reviews the Schedule of Classes for all courses offered on an MC campus or through Distance Learning.
   CLICK HERE or go to www.montgomerycollege.edu and do a search for “MC Class Schedule”
3. Student lists the requested and alternate courses (with CRN) on the worksheet below
4. Student meets with their HS counselor or DEPA to discuss schedule
5. Student refers to DUALENROLL.COM to complete program requirements and request course selection.

<table>
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<tr>
<th>Course Number (i.e. SOCY100)</th>
<th>CRN (5 Digit#)</th>
<th>Meeting Days (circle all that apply)</th>
<th>Start Date (i.e. 8/25/19)</th>
<th>Meeting Times (i.e. 12:00 – 1:50 p.m.)</th>
<th>Credit Hours</th>
<th>Course Location (Circle One)</th>
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<tr>
<td></td>
<td>M T W R F S DL</td>
<td>HS GT RV TP/ SS USG DL</td>
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ADDITIONAL ENROLLMENT STEPS:

As Needed: Apply to Disability Support Services (DSS) for testing and classroom accommodations – Suggest starting at least 6 weeks prior to start of term.

As Needed: Complete application for Free And Reduced Meals (FARMs) with high school to qualify for subsidy on MC course cost

As Needed: Submit DE HS Grant application and required document to qualify for financial assistance on MC fees and required textbook

As Needed: Submit Review Packet (for students not meeting eligibility due to GPA or placement)

Comments: