

Office of Academic Initiatives
DUAL ENROLLMENT



Student Enrollment Checklist

Academic Semester: _____

Student Name _____

MCPS # _____

Email Address _____

Phone number _____

Counselor Name _____

Year of Graduation _____

1st MC Class Choice _____

2nd MC Class Choice _____

Items to Complete / Eligibility Criteria	Date Completed
MCPS Dual Credit Form	
MC online credit Admissions application: M# _____	
HS Transcript- Unweighted GPA of 2.75+. Seniors need 2.50+ unweighted GPA: _____	
Minimum eligible test scores from College Board or ACT SAT Reading subtest 26+ OR Evidence Based Read/Writing 480+ _____ SAT Math 530+ _____ ACT Math 21+ _____ ACT Reading 21+ _____	
Accuplacer placement Math _____ English _____ Reading _____ APP English _____ APP Math _____	
Use Montgomerycollege.DualEnroll.com account to request college course Login: _____ Password: _____	
Activate (Claim) MyMC student account MyMC ID: _____ Password: _____	
Complete Online Academic Orientation via MyMC.	
Pay course tuition and fees via MyMC, after student has been enrolled	
Apply to Disability Support Services (DSS) for testing and classroom accommodations (optional)- Suggest that you apply at least 6 weeks prior to the start of term.	
Submit DE HS Grant application and supporting documents to show financial need (optional)	
Submit Review Packet (for students not meeting eligibility due to GPA or placement)	
Comments:	