Academic Semester: \_\_\_\_\_\_\_\_­­­­­\_\_\_\_\_\_\_\_\_\_\_

Student Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ MCPS #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Counselor Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Year of Graduation \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 1st MC Class Choice \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 2nd MC Class Choice \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **Items to Complete / Eligibility Criteria** | **Date Completed** |
| Complete MC online college application: M# \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |
| HS provides transcript - Unweighted GPA of 2.75+. Seniors need 2.50+ unweighted GPA. |  |
| 1. **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+ \_\_\_\_\_\_\_\_\_\_1. **Complete Accuplacer Assessment at MC OR**

 Math \_\_\_\_\_\_\_\_\_\_\_\_\_\_ English \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Reading \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_1. **APP** English \_\_\_\_\_\_\_\_\_\_\_ **APP** Math \_\_\_\_\_\_\_\_\_\_\_\_
 | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **FIND YOUR COLLEGE CLASS**1. **Talk with your MCPS DEPA and obtain details regarding college course options offered right at your high school.**
2. **Search the MC Class Schedule for available courses at one of our campuses or through distance learning:** [**CLICK HERE**](https://mcssb.glb.montgomerycollege.edu/eagle/bwckschd.p_disp_dyn_sched) **or go to www.montgomerycollege.edu and do a search for “MC Class Schedule”**
3. **Record the details of the course(s) you wish to take on the 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 |  |
|  |  |
| 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: |  |

COURSE REQUEST WORKSHEET: