

# DUAL ENROLLMENT



Are you interested in earning college credit while you are still in high school?

Are you a self-motivated student who is ready to take on the responsibility of college courses?

Please follow **ALL** steps listed in this packet to begin the Dual Enrollment process.

**ALL STEPS MUST BE COMPLETED BY MAY 1, 2024!**

to be eligible for Fall semester courses.

(Colleges may have even earlier deadlines!

It is **YOUR** responsibility to know those deadlines!)

Dual Enrollment, by its nature, places **MUCH** of the responsibility on the student. Therefore, it is the **STUDENT'S** responsibility to ensure that **ALL STEPS** are followed accurately and on time.

If you still have questions after reading through this packet and attending the dual enrollment information session, contact Mrs. Burnett at [dionne.burnett@cobbk12.org](mailto:dionne.burnett@cobbk12.org) or Dr. Reese at [aleesa.reese@cobbk12.org](mailto:aleesa.reese@cobbk12.org)

# Step #1:

## Attend a Dual Enrollment (DE) Information Session

New dual enrollment students **MUST** attend one of the following information sessions or the county dual enrollment summit. Details below.

<https://www.proudphscounselors.com/dual-enrollment>

**Students who sign up will attend A lunch and meet in the College/Career Center for the Info Session. You must sign up at least 24 hours prior to the meeting. Your teacher will receive information regarding your whereabouts.**

**Space is limited!**

# Step #2:

## Research if DE fits to your situation

For example, check admission requirements both for Dual Enrollment and college admissions, impact to GPA/HOPE, DE vs AP, day-to-day logistics, driving/parking, course transferability, etc.

**GO DIRECTLY TO THE COLLEGE'S DUAL ENROLLMENT WEBSITE  
TO KNOW WHAT IS REQUIRED!**

At Pebblebrook High School, the most common college that our students attend for dual enrollment is Chattahoochee Technical College. To be accepted into Chatt Tech dual enrollment, you do not need SAT or ACT scores.

Please read their DE admission requirements at: <https://www.chattahoocheetech.edu/dual-enrollment/>

There are many other colleges that offer dual enrollment! It is up to YOU to research the college's admission requirements.

List of approved dual enrollment colleges: <https://bit.ly/DEschoolslist>

## **Step #3:**

**If required, take the SAT/ACT/Accuplacer  
and submit scores to the college**

- SAT: [www.collegeboard.org](http://www.collegeboard.org)

- ACT: [www.actstudent.org](http://www.actstudent.org)

- Accuplacer: schedule directly with the college

\*Make sure you are aware of what the college's requirements are! Remember, Chatt Tech does not require test scores for enrollment.

## **Step #4:**

**Submit the college's DE application (found  
on the college's website)**

## **Step #5:**

**Request your transcript (if needed).**

Email Mrs. Burnett at [dionne.burnett@cobbk12.org](mailto:dionne.burnett@cobbk12.org) to  
request for your transcript to be sent to the college you are  
applying to.

\*Chattahoochee Tech does NOT require your high school transcript.

## Step #6:

Submit the DE Funding Application on [www.gafutures.org](http://www.gafutures.org) (both Student and Parent must sign)

## Step #7:

Complete the attached  
CCSD DE School Agreement  
(both Student and Parent must sign)

**After you have completed the above steps, submit the Pebblebrook Dual Enrollment Agreement AND the CCSD Dual Enrollment Local School Agreement to Mrs. Burnett. Once received, she will contact you to schedule a Dual Enrollment Advisement meeting. ALL STEPS MUST BE COMPLETED (including the DE Advisement Meeting) BEFORE THE MAY 1<sup>st</sup> deadline!**

# Pebblebrook Dual Enrollment Agreement Form

Student First Name: \_\_\_\_\_ Student Last Name: \_\_\_\_\_

Student ID#: \_\_\_\_\_ Student Cell Phone Number: \_\_\_\_\_

Student Email Address: \_\_\_\_\_

Parent Email Address: \_\_\_\_\_

**Must check to confirm completion:**

- I have attended a dual enrollment information session; Date: \_\_\_\_\_
- I have submitted the college's dual enrollment application for the college listed: \_\_\_\_\_
- I have completed the DE funding application on GA Futures and my parent/guardian has done so as well.
- I am including the CCSD DE School Agreement form signed by me and a parent/guardian

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

**In order to meet with Mrs. Burnett for a DE Advisement meeting, please turn in this form and the CCSD DE Local School Agreement form to the Counseling Office. After turning in these forms, then please book an appointment using the following link:  
[burnettphs.youcanbook.me](http://burnettphs.youcanbook.me)**