### 10 Steps to Dual Enrollment...

1. **Students who are interested**...  
in Career Technical Education must complete the admissions application, while students interested in the AP Alternative Program must complete the admissions application, online new student orientation, and the college placement assessment. Contact your high school counselor for details.

2. **Attend a Dual Enrollment orientation**...  
to learn more about dual enrollment and the classes offered by the high school. A high school counselor can help you decide if taking a dual enrolled course is a good option for you.

3. **Apply to MSJC online**...  
to obtain your MSJC ID number. Contact your high school counselor for instructions. Apply online at my.msjc.edu

4. **Get the Parent/School Agreement Form signed**...  
by your parents and return to your school for appropriate signatures.

5. **Complete the Accuplacer**... *(college placement test)*  
Please be aware this is not an easy test and may determine if you are eligible for the Dual Enrollment Program.

6. **Practice reading, writing, and...**  
mathematics skills to become more at ease with the placement test. Also, utilize the free online practice test at: TestPreView.com

7. **Pay the required costs**...  
of the program to a high school representative who is collecting the fees (e.g., books). Some districts may pay the college expenses related to the Dual Enrollment Program.

8. **Attend classes, do the assignments**...  
and participate in class. College classes are more demanding and have higher expectations than many high school courses. The grades earned will go on a permanent MSJC transcript and will be calculated into a permanent college grade point average (GPA).

9. **Use my.msjc.edu to obtain grades**...  
Access college resources, and take care of other college business.

10. **AND**...  
Remember you are taking a college course for high school credit, not a high school course for college credit!!!

**To learn more about dual enrollment contact your high school counselor!**