

Dual Enrollment Checklist 2022-2023



- Create a Student Account on the www.GAfutures.org website
- Review Northside Dual Enrollment information at www.northsidede.com
- Review state Dual Enrollment information at <https://www.gafutures.org/hope-state-aid-programs/scholarships-grants/>
- Student and parent must meet with your high school Dual Enrollment counselor, Mrs. Redondo, by May 6, 2022 to discuss DE policies, plan courses, and complete the MCSD Dual Enrollment Participation Agreement Form
- Sign up for the Dual Enrollment Canvas course by clicking the following link <https://mcsd.instructure.com/enroll/8RF4XT>
 - Students are required to enroll in the course. Parents can also enroll if you would like to receive announcements and reminders.
- Submit your SIGNED MCSD Dual Enrollment Participation Agreement in Canvas under the “Assignments” section.
- Email Participation Agreement to the college admissions office (or your college advisor if you are already enrolled as a DE student)
 - CSU: data_entry@columbusstate.edu
 - CTC: dualenrollment@columbustech.edu
 - GMC: mreadinger@gmc.edu
- Request your official transcript be sent to the college in GAFutures.org
- Submit Dual Enrollment Funding Application in GAFutures.org (parent must also sign the Parent Agreement emailed to them)
- Apply to the college you want to attend through
 - (CSU/GMC – through GAFutures; CTC – through website)
 - Follow the instructions provided on how to navigate the college application section of GAFutures
 - Each college has specific enrollment requirements, please review the requirements for the college you want to attend for Dual Enrollment (e.g. CSU requires a Certificate of Immunization Form/Verification of Lawful Presence for admission). The links for each college are listed below.
- Take the SAT/ACT/Accuplacer (if required for admission) and have official scores sent to the college
- Once you are accepted to the college, meet with your on-campus college advisor to register for classes.
 - CSU: <https://admissions.columbusstate.edu/dual-enrollment/>
 - Emily Bagwell 706-565-1355
 - CTC: <https://www.columbustech.edu/students/future-students/dual-enrollment>
 - Cassandra Montesclaros 706-641-5652
 - GMC: <https://www.gmc.edu/admissions/join-dual-enrollment.cms>
 - Marissa Readinger 706-478-2736
- Submit a copy of your Summer and/or Fall 2022 class schedule in Canvas under the Assignments section by May 20, 2022. THIS IS REQUIRED TO RECEIVE FUNDING APPROVAL. IF I DO NOT RECEIVE A SCHEDULE, YOU WILL HAVE A FULL NORTHSIDE CLASS SCHEDULE.

