

Student Checklist for Dual Enrollment Application



- ___ Online Application for Admission www.coastalalabama.edu
<https://myca.coastalalabama.edu:444/accws/ISCONLAP.pgm?dualApp=Y>
www.coastalalabama.edu>>Programs>>High School Programs
- ___ Completed Approval Form (including all course titles and numbers) – IN BLACK INK
- ___ Completed Residency Form – IN BLACK INK
- ___ Copy of Valid UNEXPIRED Photo ID (Driver’s License OR Permit) OR Copy of Birth Certificate and INow Profile Page signed by Principal
- ___ Transcript attached to indicate student has met qualifications:
 - a.) 10th, 11th, 12th grade student
 - b.) Minimum 2.5 unweighted GPA for academic and 2.0 for technical dual enrollment (healthcare related programs required a 2.5)
- ___ Copy of ACT if taken and not on transcript (Students registering for English or math must have a subtest score of 18 for English and 20 for math on the ACT or equivalent score on other college entrance exam(s).)
- ___ Transportation Agreement Form (if required by high school when classes are not on high school campus)

Students who wish to continue to take college courses through Dual Enrollment for subsequent terms are not automatically reenrolled. They must submit the documents listed below for each successive term they wish to take college courses. Also, if a student skips a term and does not participate in dual enrollment, the student must submit a paper application as well as the updated forms.

Checklist for Returning Dual Enrollment Students

- ___ Completed Approval Form

Counselor’s initials_____

Due Dates

Spring: December 1

Summer: May 1

Fall: Priority – May 1; Final – July 31