

Dual Enrollment

Northview High School

2025-2026 School Year

What is Dual Enrollment?

Provides funding for high school students to take college courses through Georgia colleges, universities and technical schools and receive simultaneous credit for college and high school.

Participants must meet admission requirements for the individual institution for which they wish to enroll.

Offered during Summer, Fall, and Spring terms.

Dual Enrollment Eligibility

- Enrolled in a Fulton County high school and not received a high school diploma
- Meets admission requirements and has been accepted by an eligible postsecondary institution
- Has not been withdrawn from two or more college courses
- Meets all district, college, and high school deadlines
- Students must maintain Satisfactory Academic Progress (SAP), as defined by the individual institution to remain eligible to continue in the DE program. If found ineligible, the student must return to the high school the following semester.
- Meets grade eligibility requirements (see below)
 - 11th & 12th grade: Eligible students may take any approved Dual Enrollment courses listed on the Course Directory, at an eligible participating postsecondary institution (USG, TCSG or private).
 - 10th Grade: may enroll in approved Career, Technical and Agricultural Education (CTAE) courses listed on the Course Directory at a participating TCSG institution only. (Exception: Accepted GT Distance Math Students)
 - 9th Grade: not eligible

Dual Enrollment General Information

- Classes will be scheduled at the beginning or end of the school day (i.e., 1st or 7th period off campus).
- Northview lab space cannot accommodate DE students, therefore, students are not permitted to be on NHS campus during their DE class period and must provide their own transportation to and from school.
- Each college maintains their own deadlines, including registration, book fees, withdrawing, etc.
- The state pays for up to 30 hours of Dual Enrollment coursework. If you exceed the 30 credit hours, you would be required to self-pay for any DE course moving forward (See slide 14 for screenshot for more details).
- Students with 504s or IEPs must contact the college to request accommodations.

Is Dual Enrollment the Right Fit for me?

Mature.

Provide transportation to arrive to school late or leave early

Can communicate with adults independently without parent support.

Can check email regularly and can manage two schedules (high school and college).

Has a plan for DE coursework fitting into 4-year plan.

Meets deadlines successfully

On track for graduation.

Part-time vs full-time Dual Enrollment

Part-time Dual Enrollment

- Taking fewer than 12 credit hours
- Must be enrolled in 6 courses total between NHS and DE (seniors only are permitted to take 5)
- DE courses must be taken off-campus
- Note: College classes are semester-long only so new classes will need to be selected for each semester.

Full-time Dual Enrollment

- Must be enrolled as a full-time student at the college
- Must have minimum of 12 hours per semester, with a maximum of 15 hours per semester
- Students would still be eligible to participate in NHS athletics, clubs, etc.

Final Grades

Colleges send letter grades which FCS transcribe on the high school transcript as follows:

- A – $95 + 7$ (honors points) = 102 on high school transcript
- B – $85 + 7$ (honors points) = 92 on high school transcript
- C – $75 + 7$ (honors points) = 82 on high school transcript
- D – $70 + 7$ (honors points) = 77 on high school transcript
- F – 60 (no credit earned)

Students earn 1.0 credits per DE semester long course taken.

If a student withdraws from a DE course after their add/drop period, a “W” will go on their college transcript

Counselor's Roles & Responsibilities

- Provide students with DE resources and advise on required paperwork, timeline, etc.
- Meet with students to ensure DE requested courses meet graduation requirements
- Complete the counselor DE funding application and enter courses indicated on the student's DE contract once the student has turned in their contract and completed the funding application.
- Add DE courses to the student's schedule.

We do not:

- Determine acceptance
- Register the student for their classes
- Clear student holds or troubleshoot issues (students must contact the DE directly)

*Your counselor is here to advise and support your dual enrollment participation process, but it is important to remember that you will be an independent college student while you are still in high school. You are required to meet the same expectations of an undergraduate student.

Student's Roles & Responsibilities

- Apply to the college
- Submit all paperwork by the FCS deadline to your counselor
- Check college and personal email frequently to see the status of your application
- Attend college orientation
- Register for college courses listed on your DE FCS contract
- Complete DE funding application on GAFutures
- Provide your counselor with a screenshot of your course registration before the school year and/or semester begins
- Inform your counselor of any course changes or withdrawals PRIOR to doing so
- All males, 18 years or older, must register for Selective Service to receive funding. If you turn 18 during the term you are enrolled, this must be completed, or you will lose funding.

The Process

ALL students are required to complete the steps on the following slide by the Fulton County designated deadlines below:

- **March 31, 2025** – deadline for summer and fall term
- **November 1, 2025** – deadline for spring term

College deadlines may differ from Fulton County deadlines. FC deadlines take precedent over specific college deadlines.

Dual Enrollment Application Process

Three Components

1. Complete the Fulton County Dual Enrollment Contract
2. Apply directly to the institution's DE program
3. Complete the Dual Enrollment Funding Application on GAFutures

Fulton County Dual Enrollment Contract

Must be completed and approved by your counselor before registering for DE courses. The contract can be found here: [Fulton County Dual Enrollment Contract](#)

Indicate if you will be full-time (12+ hours with at least 4 postsecondary courses) or part-time (combination of DE and high school courses, totaling 6).

Complete all required sections (see next few slides for screenshots).

Review remaining pages and initial and/or sign as required. **Please read each statement thoroughly with your parent/guardian.**

Once completed, send as a PDF to your counselor for review.

All changes to your originally completed Fulton County contract must be approved by your counselor ahead of time.

Fulton County Dual Enrollment Contract

Traditional vs Accelerated Career Diploma

□ Dual Enrollment: Traditional

Dual Enrollment provides high school students the opportunity to take college courses while in high school. Students taking college courses through Dual Enrollment will earn credit towards both high school graduation and college.

□ Dual Enrollment: Accelerated Career Diploma

Dual Enrollment Accelerated Career Diploma in Georgia allows high school students to earn technical college credentials in specific career fields while still in high school. Students can simultaneously earn a high school diploma (requires only 9 high school credits) and an Associate, Diploma or two Technical Certificates of Credit in a specific career pathway.

Fulton County Dual Enrollment Contract

Where you will apply & Part-Time or Full-Time

Attending College/University Name(s)

The student is applying to and plans to attend the following Postsecondary Institution(s) (College/University):



List the name of college(s) you are applying to here, i.e. Gwinnett Technical

Dual Enrollment: Participating Term

Part-Time Dual Enrollment Students:

Combination of DE + High School course(s) must equal a full high school schedule.

Full-Time Dual Enrollment Students:

DE courses must equal a minimum of 12+ hours with at least 4+ post-secondary courses.

The student is applying for Dual Enrollment for the following term(s):

- Summer 2025
- Fall 2025 (Full-Time Part-Time)
- Spring 2026 (Full-Time Part-Time)

Select which term(s) you are taking DE courses and whether you will be full-time or part-time



Fulton County Dual Enrollment Contract

State Funded or Self-paid

Dual Enrollment: Funding

Please indicate funding:

State Funded Dual Credit Course (30 semester or 45 quarter credit hr funding cap)

An eligible dual credit course is a course that is included on the eligible course list which can be paid for by the state. Eligible students receive state funding for up to 30 credit hours. Students should access their GaFutures accounts at www.gafutures.org to view their used and remaining funded credit hrs.

Self-Pay DE Dual Credit Course

A Self-Pay Dual Credit Course is a postsecondary course, including a virtual course, taken by an eligible high school student pursuant to an arrangement at or through an eligible postsecondary institution for which, beginning with the 2021- 2022 school year, the student receives secondary credit from his or her eligible high school and which is not funded using state funds.

*Students pursuing self-pay college credit through Auburn First should refer to the Auburn First addendum.

Apply to the college/university

Research eligible [participating postsecondary institutions](#) and apply to the college of choice.

Research approved courses in the [GA Futures Dual Enrollment Course Directory](#)

Apply directly to the institution by complete their DE application.

Students are responsible for sending their own test scores. To submit scores, please visit the following websites.

- SAT/PSAT– www.collegeboard.org
- ACT – www.act.org
- Accuplacer – if you are unable to take the SAT, ACT, or the school does not accept the PSAT by the college's documents deadline, you will need to reach out to the college directly to schedule taking the Accuplacer in place of the SAT/ACT requirement.

Students are responsible for requesting their high school transcript be sent directly the college/university. To request a transcript, click on the following link and see the next slide for additional instructions. <https://fultonga.scriborder.com/applicationCurrent>.

If you are currently taking AP Lang and are interested in taking ENGL 1102 through DE, to ensure your AP Lang score is received in time for review, please have this score sent directly to the DE college/university you are hoping to attend.


If you are interested in GT Math, you will need to send your AP Calculus BC score directly to Georgia Institute of Technology during testing.

Requesting a Transcript

Students must state “This is for DE” under “Special Instructions” when requesting a transcript through Scrib Order and indicate which college it will be sent to under delivery.

Special Instructions :

Documents Will Be Delivered To: please enter the delivery addresses [Add Delivery Address](#)

Name	Attention	Addr 1	Addr 2	City	State	Zip	Country	# of Copies
								

Dual Enrollment Funding Application

Students must apply for admission to the postsecondary institution before completing the Dual Enrollment funding application.

Funding Application Steps

1. Create a student account in GAFutures before you can access this application, if you have not already done so.
2. Complete the [Dual Enrollment Funding Application](#) and the Parent/Guardian Participation Agreement in GAFutures. Click on “Apply Now” (see next slide)
3. Once you have completed your portion of the application, your parent/guardian must electronically complete the Parent Participation Agreement section of your application. You will be asked to provide your parent/guardian’s email address and your parent/guardian will need to go to the [DE Parent Agreement](#) to electronically sign the agreement.
4. Your school counselor must approve your Dual Enrollment courses and funding application.
5. You must be accepted by the college. The eligible participating college must approve your Dual Enrollment courses and funding application.
6. The college must complete the application process by selecting the equivalent college course from the Directory.

GA Futures Funding Application: How to Apply

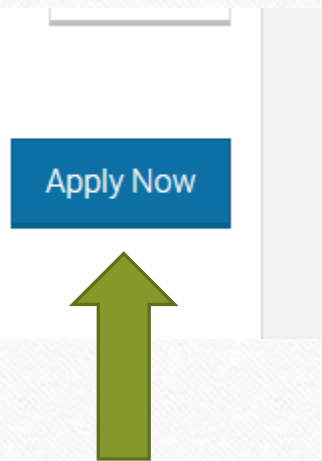
Click on the link below to access the Dual Enrollment Funding Application:

[Dual Enrollment Funding Application](#)

Application Procedure for Dual Enrollment

Postsecondary Institution (college) Admissions Application

Students must apply for admission to the postsecondary institution before completing the Dual Enrollment funding application.



Click “Apply Now” to complete the funding application.

Georgia Tech

Distance Math & Computer Science

Students interested in Georgia Tech Distance Math and/or Computer Science **must complete** the required Fulton County DE Contract and the GAFutures Student and Parent/Guardian funding application by **March 31, 2025**.

Georgia Tech's Dual Enrollment application opens on May 15th.

For GT Math, students submit their transcript, standardized test scores, and AP Calculus BC score. To ensure the AP Calculus BC score is received in time for review, please have this score sent directly to Georgia Tech at the time of testing.

Decisions are made by Georgia Institute of Technology and students and counselors are notified July of their decision.

Please indicate on your Course Verification form which course you will drop if accepted.

For additional information, please visit: <https://admission.gatech.edu/dual-enrollment/>

Auburn First - Overview

Students take college courses through Auburn University.

- Cost is \$750 per course
- Automatic admissions available for students that meet their qualifications (still considered out-of-state)

To receive the most up-to-date information on the Auburn First Program, visit their website:

<https://auburn.edu/academic/provost/pathways/auburn-first/>

AUTOMATIC ADMISSION REQUIREMENTS

BEGINNING SPRING 2024

AUTOMATIC ADMISSION CHECKLIST

(automatic admission is ONLY available to Alabama residents*)

- Complete all requirements by August at the beginning of senior year
- Maintain a 3.33 cumulative Auburn University GPA
- Earn at least 9 credit hours of Auburn First coursework (3 or more courses)
 - 1 course must come from Group A
 - 1 course must come from Group B
 - 1 course can come from either Group A or Group B
 - Courses must be completed over at least two academic terms (fall, spring, summer)
- Score at least 50% on the ALEKS Math Placement Assessment administered by Auburn University the summer after junior year
- Maintain a 3.5 high school GPA through junior year

Completed All Steps, Now What Do I Do?

- If accepted, the college will provide you with instructions on how to register for classes in their system. Each college has their own registration system and any questions regarding this must go to the college directly. Many colleges will provide students with a college email to register for courses.
- When registering for DE courses, check and check again to make sure you are registering for the correct course and placement (online or in-person). If online, be sure to check whether the course is synchronous or asynchronous.
- Deadlines, deadlines, deadlines! Please make sure you are aware of all (school and college) deadlines. Check high school and college email daily.
- If you make any changes to the courses you are registering for, you must email your counselor immediately with an updated Fulton County Dual Enrollment contract or the college/university may drop you from the course.
- Submit a screenshot of your final DE course registration to your School Counselor as soon as possible after completing orientation and registration at accepted postsecondary institution.

Dual Enrollment Contact Information

Auburn University (Auburn First)

- <https://www.auburn.edu/academic/provost/pathways/auburn-first/>

Georgia Institute of Technology

- <https://admission.gatech.edu/dual-enrollment/>

Gwinnett Technical College

- <https://www.ggc.edu/admissions/how-to-apply/dual-enrollment.html>

Georgia State University

- GSU Perimeter - <https://admissions.gsu.edu/associate-degree/apply/de-students/>
- GSU Downtown - <https://admissions.gsu.edu/bachelors-degree/knowledgebase/dual-enrollment/>

Kennesaw State University

- <https://www.kennesaw.edu/dual-enrollment/index.php>

University of North Georgia

- <https://ung.edu/undergraduate-admissions/how-to-apply/dual-enrollment.php>

Resources

Fulton County DE Contract

<https://www.northviewcounseling.com/mowr>

Transcript Request for DE through Scrib Order

<https://fultonga.scriborder.com/applicationCurrent>

GA Futures

<https://www.gafutures.org/hope-state-aid-programs/scholarships-grants/dual-enrollment/>

GADOE DE Information

<http://www.gadoe.org/Curriculum-Instruction-and-Assessment/CTAE/Pages/Transition-Career-Partnerships.aspx>

USG Dual Enrollment Admissions Requirement

https://www.usg.edu/student_affairs/prospective_students/opportunities