

A Public/Private School Student Guide to Dual Enrollment


STEP 1 – Determine if you are eligible for Dual Enrollment.

Meet with a school counselor to determine if you are eligible for Dual Enrollment. Applicants must meet the unweighted cumulative high school GPA and the test score requirement on the ACT, SAT and/or PERT for the selected program.

• Associate in Arts Degree	3.0 unweighted GPA	College-ready Reading & Writing scores required
• Associate in Science Degree	3.0 unweighted GPA	College-ready Reading & Writing scores required
• College Credit Certificate	2.5 unweighted GPA	Test scores on file; Minimum scores not required
• Postsecondary Adult Vocational Certificate	2.0 unweighted GPA	College placement scores not required

Note: EFSC exempts all dual enrollment students from tuition, registration and laboratory fees in accordance with Florida law.

STEP 2 – Apply for admission to EFSC.

1. *EFSC Application for Admission:* Go to the EFSC webpage at www.easternflorida.edu and click the  button.
2. After creating your first time user account, select High School Dual Enrollment from the dropdown menu and click Continue.
3. For detailed instructions on filling out the application, go to www.easternflorida.edu/go/dehowto
4. After completing the application, print the confirmation page for your records.

STEP 3 – Attend an EFSC Dual Enrollment Orientation with required documents.

1. Choose a date that is convenient for you from the Dual Enrollment Orientation Schedule on the EFSC website. www.easternflorida.edu/go/dualorientation
2. Bring a copy of your application confirmation page, or the acceptance letter that you will receive by email and mail, and
3. Your sealed official high school transcript.
4. Parents are welcome to attend!

STEP 4 – Submit placement test scores on the SAT, ACT or college-administered PERT.

- Submit official ACT or SAT scores to EFSC Admissions. If you have not had your scores sent electronically to EFSC, you may bring your ACT or SAT login and password to the Admissions Office to verify your scores to EFSC admissions staff.
 - Or, schedule the PERT by calling 632-1111 and requesting a testing appointment.
- NOTE: A PERT study guide is available on the EFSC website or students can google PERT to find additional review activities.

STEP 5 – Meet with your school counselor to complete the EFSC Dual Enrollment Registration Form.

- Take your PERT score report to your school counselor.
- Meet with your counselor to select the EFSC courses that will lead you toward your high school and postsecondary goals.
- Your registration form will list the courses your school approves you to take; it's helpful for the school to also provide alternate choices in case of a scheduling conflict.
- Make sure your registration form has all required signatures.

STEP 6 – Schedule a registration appointment.

The EFSC Academic Calendar indicates when the Registration window opens for each term. However you may go online before registration begins to schedule your registration appointment within the designated time frame.

1. For instructions on scheduling an advising/registration appointment, go to: www.easternflorida.edu/go/online
2. You may register for classes only when the registration window is open.
3. Bring your signed EFSC Dual Enrollment Registration Form to register. All signatures are required. EFSC will not accept an incomplete registration form.

STEP 7 – Get the required textbook/instructional materials for your class.

If you are a public school student, take your EFSC schedule back to the textbook contact at your high school. Your school will provide the required textbook and/or access code for your selected EFSC course. You must pick up your books by the designated deadline. You will be responsible for purchasing consumable materials, such as a workbook or lab manual. If you are a private school student, you will be responsible for obtaining your required instructional materials. Take your schedule with you to the bookstore to obtain your class materials.

For questions, please call 321.433.7152 or email: demetriadesl@easternflorida.edu