



Dual Enrollment Process

1. Meet with High School Counselor and Parent/Guardian

Meet with your high school counselor and parent/guardian to determine if Dual Enrollment is right for you!

2. Testing Requirements

We accept SAT, ACT, PSAT, Accuplacer, GA Milestones ELA and Next-Generation Accuplacer. We also accept a high school GPA of 2.0 or higher for entry-level workforce certificate programs. For 11th and 12th graders, we accept a HOPE GPA of 2.6 or higher. We offer the Accuplacer at STC, and it is available at your high school at certain times throughout the year. Check with your counselor to sign up for testing at the high school when it is available. Prepare for the test by reviewing Accuplacer study app videos on https://www.southeasterntech.edu/?page_id=10966

3. STC Dual Enrollment Application

Complete Southeastern Technical College Dual Enrollment application online in Chrome or Firefox, click print, select save as PDF under the destination and email a copy to dualenrollment@southeasterntech.edu or drop off at the STC campus. The Dual Enrollment application can be found on the Southeastern Tech website at https://www.southeasterntech.edu/wp-content/uploads/Dual-Enrollment_Application-2020-2021.pdf

4. Financial Aid/GA Futures (directions on the back)

Create an account at www.gafutures.org and complete the online dual enrollment funding application. An application must be completed once each academic year and approved by the student's parent/guardian. The High School Counselor has to approve the application each semester prior to registering for classes.

5. Acceptance Letter/Orientation

Look for your Southeastern Technical College Acceptance letter in the mail with Dual Enrollment Orientation information enclosed. [Orientation Part A \(Online\)](#) and Part B (Face to Face) is required and will include information on the use of MySTC, Blackboard training, and distribution of books. In addition, picture ID, parking decal is required for all STC students.

6. Registration

Once counselor approval is complete on the GAfutures website, the student will be registered for classes.

Double the Credit. Half the Time.

www.southeasterntech.edu

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SWAINSBORO • 346 Kite Road • Swainsboro, Georgia 30401 • Phone (478) 289-2200 • Fax: (478) 289-2263

VIDALIA • 3001 East First Street • Vidalia, Georgia 30474 • Phone (912) 538-3100 • Fax (912) 538-3156

1 Have you EVER created an account in **GAfutures**?

YES

1. Go to www.gafutures.org
2. Click the Sign In button
3. Enter your Username and Password
4. Click the Sign In button

NO

1. Go to www.gafutures.org
2. Click the Create an Account button
3. Complete all information on the Create new account? screen
4. Click the Create Account button



2 Once you are signed in or have created a new account, complete the application:

1. Click **My Dual Enrollment Profile**.
2. Click **The Upcoming 2021-22 School Year**
3. Under **Student Demographic** section, review your pre-populated information and verify that your SS# and DOB are correct. Enter any missing info.
4. Under **High School** section:
 - Click **High School**.
 - Select your high school name.
 - In the **I Plan to Enroll** statement, select **May 2021– April 2022**
 - Select your appropriate grade level.
5. Under **College Selction** section, select
6. Under **Participation Agreement** section: **Southeastern Technical College**
 - Go to **Student Acknowledgement**, read and click on each box to indicate your agreement/understanding.
 - Read the **HOPE Grant Implications** box and click 'I Understand'.
 - For **Student Signature**, type your first and last name.
 - Click **Submit**.
 - Write down the **Dual Enrollment Application ID** that appears.
 - * Your parent needs this so they can complete their part of the application!
7. Your parent will then receive an email with information on how to go in and complete the parent portion of your application. They will use the **Dual Enrollment Application ID** to access your application.
8. If your are attending more than one college for DE:
 - Click **My Dual Enrollment Profile**.
 - Click **Add Colleges**.
 - Select your second college.

Note: You must apply for and secure your Dual Enrollment funding in GAfutures **each year**. For help with your GAfutures application, please click the **Help** button on the GAfutures website or contact your high school initiatives coordinator.

Secure Funding (Financial Aid)

Contact Information

Vidalia

Melissa Rowell

High School Initiatives Coordinator
 mrowell@southeasterntech.edu
 (912) 538-3142

Swainsboro

Russ Harrell

Admissions Coordinator
 rharrell@southeasterntech.edu
 (478) 289-2259

General Questions

(912) 538– 3100

dualenrollment@southeasterntech.edu

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