Summer 2021 Dual Enrollment Online Registration & Course Request Worksheet

Dear Parent/Guardian:

Pasco-Hernando State College (PHSC) utilizes an online Dual Enrollment (DE) application/registration process. This process is now open to all eligible students.

**The Summer process is as follows**:

1. New DE students complete an online application at <https://cpnta.phsc.edu/dualapp/(S(pmxaayk5evlgddgzqckkbseo))/english/WDEAI.aspx> The deadline for the application is **May 5, 2021**.

2. Eligible students complete this DE Course Request Planning Worksheet (bottom) and meet with their High School Counselor **b**y **April 9th**. Students and parents must log-in to digitally sign the Terms and Conditions online and to enter the courses from their Course Request Planning Worksheet. Access to the Terms and Conditions and the Online Dual Enrollment Request Form is available via the PHSC

website: <https://admissions.phsc.edu/start/high-school/dual-enroll/charter-public> High School Counselors approve or deny the requests **April 16th**.

3. Students will receive email notification from a PHSC Academic Advisor of approved/denied DE courses ***tentatively***

by **April 23rd**.This email will be sent to each student’s PHSC email address.

4. Students log into their PHSC WISE account and register, following the dates and times below, for approved courses. **The deadlines indicated above must be met in order to access online registration during the dates and times outlined below. Students who do not meet deadlines may experience a delay in the registration process beyond the initial registration window.**

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| **11th Graders** | | | |
| **Credits Earned** | **Web Registration** | **On Campus Registration** | **Time** |
| 45+ | April 6, 2021 | Not Available | Web registration beginning at 8:00am on April 6th |
| 30+ | April 28, 2021 | Not Available | 8:00 am |
| 15+ | April 28, 2021 | Not Available | 9:00 am |
| 1+ | April 28, 2021 | Not Available | 10:00 am |
| First time | April 28, 2021 | Not Available | 11:00 am |
| **10th Graders** | | | |
| **Credits Earned** | **Web Registration** | **On Campus Registration** | **Time** |
| 45+ | April 6, 2021 | Not Available | Web registration beginning at 8:00am on April 6th |
| 30+ | April 29, 2021 | Not Available | 8:00 am |
| 15+ | April 29, 2021 | Not Available | 9:00 am |
| 1+ | April 29, 2021 | Not Available | 10:00 am |
| First Time | April 29, 2021 | Not Available | 11:00 am |

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| **9th Graders** | | | |
| **Credits Earned** | **Web Registration** | **On Campus Registration** | **Time** |
| 30+ | April 30, 2021 | Not Available | 8:00 am |
| 15+ | April 30, 2021 | Not Available | 9:00 am |
| 1+ | April 30, 2021 | Not Available | 10:00 am |
| First Time | April 30, 2021 | Not Available | 11:00 am |

**Dual Enrollment Course Request Planning Worksheet**

***Complete the form below to select your DE courses and alternates. When completing the form put all options you are interested in/eligible for below. For each course listed indicate all instructional formats (online and/or face to face) with which you are comfortable, as to increase the amount of options available during registration. Completion of the PHSC online readiness course is required prior to enrolling in any online dual enrollment courses.***

District Student ID Number Current Grade High School Last Name First Name Please circle a Program of Study: Associates in Arts Degree or Associates in Science Degree

Intended Major: (Ex. Engineering, Education, Pre-Med etc.) \_

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|  | **COURSE TITLE** | **ONLINE AT PHSC** | **FACE to FACE AT PHSC** | **HIGH SCHOOL CAMPUS** |
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