

2020-21 MHS DUAL ENROLLMENT STUDENTS

This message is for you!

If you have signed up for FCC courses at MHS **OR** at FCC for **SEMESTER 2**, you need to finalize your enrollment by **DECEMBER 11** following these steps:

STEP 1	<p>Apply to FCC - IF YOU HAVEN'T done so already. Visit FCC Dual Enrollment Site. Dual Enrollment -CLICK on Credit Application -Complete and SUBMIT application electronically.</p> <p>After you apply, you will receive your FCC ID number and email address. Be sure to save these.</p>
STEP 2	<p>Complete 3 REQUIRED forms & send to Ms. Bertulaitis (jennifer.bertulait@fcps.org)</p> <p>All fillable forms can be found on FCC Dual Enrollment Site - "Forms." https://www.frederick.edu/admissions/dual-enrollment.aspx</p> <p>COMPLETE and SEND the following 3 forms to your Counselor:</p> <ol style="list-style-type: none">1. APPLICATION FOR DUAL ENROLLMENT (2-sided) https://www.frederick.edu/credit-admissions/downloads/de/applicationfordualenrollment.aspx2. DUAL CREDIT INTENT FORM https://www.frederick.edu/credit-admissions/downloads/de/dualcreditintentform.aspx This form requires the students to make decisions regarding high school credit for the course(s). Students can CHOOSE to receive HS Credit or NOT. If HS Credit is requested, the final grade will appear on the HS transcript and be calculated into GPA. If HS credit is not requested, the grade will NOT appear on the high school transcript; students will still receive college credit from FCC. Students MUST request credit for courses that count for HS graduation.3. DUAL ENROLLMENT ATTENDANCE WAIVER https://www.frederick.edu/credit-admissions/downloads/de/dualenrollmentattendancewaiver.aspx <p>**You must send all 3 forms in PDF or hard copy format to Ms. Bertulaitis via email BY December 11.</p> <p>jennifer.bertulait@fcps.org</p>
STEP 3 (for Open Campus ONLY)	<p>If you are signed up for OPEN CAMPUS (taking classes at FCC), you must register for courses directly on FCC's website. This means you must have already applied to FCC and have an FCC ID number. You will log into your account, and sign up for classes online. After you have registered for courses at FCC, you MUST SEND a copy of your FCC schedule to your HS Counselor.</p>

If you have questions regarding dual enrollment, please email your counselor.