

Dual Enrollment Procedures for Florida SouthWestern State College

1. **Speak with your School Counselor** to notify him/her that you are interested and to verify that your GPA meets minimum qualifications. The unweighted GPA requirements are:
 - a. 3.5 for Freshmen and Sophomores
 - b. 3.0 for Juniors and Seniors
2. **Complete an application** on the FSW website.
 - a. Go to www.FSW.edu
 - b. Click on 'Admissions'
 - c. Click on 'Dual Enrollment/Early Admission Students'
 - d. Click on 'Apply Online' and complete application
3. FSW will send you your FSW Student ID number after your application has been approved. When you receive this you will then need to speak with your School Counselor to discuss how you will meet the **test score requirements for college course placement**. Test score requirements are as follows:

Subject	PERT	SAT	ACT
Reading	106	24	19
Writing	103	NA	17
Math - Intermediate Algebra	114	24	19
Math - College Algebra	123	28.5	23

If you would like to take the **PERT test at FSW** then you must request a referral form from your School Counselor. You can register to take the PERT on FSW's website www.fsw.edu/testing. Please note that you can only take the PERT 3 times as a high school student. There is a schedule and remediation that must be followed in order to re-test if you do not meet the minimum scores the first try.

4. When you have the required test scores then you must **request a registration form** from your School Counselor once the registration period is open. You must complete the form and have your School Counselor sign off on it. CCHS will allow you to take 1 or 2 courses your first dual enrollment semester. If you are successful you may be allowed to go full-time in your 2nd semester. To **search courses available** follow these steps:
 - a. Go to www.FSW.edu
 - b. Click on 'Academics'
 - c. Click on 'Class Schedule'
 - d. Click on 'Personal Worksheet Class Search'
 - e. Highlight the Course Subject area and then choose the Lee campus to search
 - f. Choose which section of the class will work best with your school and extracurricular schedule.Turn in your signed registration form to the FSW registrar and then **give your School Counselor a copy of your FSW schedule**. If we do not receive your FSW schedule in a timely manner your textbooks may be delayed.
5. Attend your college courses and do your best! Please note that **you are now a college student**. YOU are responsible for your college courses. The grades you earn will stay with you forever on your college transcript. They cannot be removed or replaced. To continue being a dual enrollment student you must maintain a minimum of a 2.0 college GPA and the required high school GPA.