

## 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](http://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	Accuplacer	PERT	SAT	ACT
Reading	245	106	24	19
Writing	245	103	25	17
Math – Intermediate Algebra	242	114	24	19
Math – College Algebra	263	123	28.5	23

If you would like to take the **placement test at FSW (currently the Accuplacer)** then you must register to take it on FSW's website [www.fsw.edu/testing](http://www.fsw.edu/testing). Please note that you can only take the placement test 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 2<sup>nd</sup> semester. To **search courses available** follow these steps:
  - a. Go to [www.FSW.edu](http://www.FSW.edu)
  - b. Click on 'Current Students' at the top
  - c. Click on 'Class Schedules'
  - d. Click on 'Browse Classes'
  - e. Select the appropriate term (Fall/Spring)
  - f. Select the course you are searching for under 'Subject'
  - g. Select 'Full Term' under 'Part of Term'
  - h. Choose which section of the class will work best with your school and extracurricular schedule.

Once you have obtained a counselor signature you may turn in your registration form to the FSW registrar. Only registration options are also available with high school counselor approval.

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.