



## Athens Campus Dual Credit Enrollment Policies

To be eligible for the Dual Enrollment program at Piedmont University a student must:

- Be enrolled as a junior or senior high school student\* in a public or independent high school or home study program.
- Apply and be accepted through the Undergraduate Admissions process.
- Have a 3.0 or higher grade point average (GPA) in their high school coursework.
- Submit a completed and signed Dual Enrollment Recommendation form.

\*The State of Georgia allows sophomores to enroll in dual enrollment courses only after earning at least a 1200 SAT or 26 ACT score

Qualified students accepted to the University:

- Are required to sign a statement permitting college officials to speak with parents and school officials in all matters regarding the student's enrollment.
- May take a maximum of 15 credit hours per semester, with a maximum of 30 hours total. Courses must be on the list of approved courses from the state of Georgia. If a Dual Enrollment student chooses to take a course not approved by the state, enrolls in more than 15 credit hours in a given semester, or exceeds 30 total credit hours, the student will be charged the typical undergraduate per credit hour tuition rate. Dual Enrollment students are not eligible for financial aid. DE students are typically not eligible to take evening, hybrid, or online courses.
- Who wish to drop, add, or withdraw from a course must first receive approval from their high school counselor or homeschool administrator.

# Memo

To: Current and Prospective Dual Enrollment Students  
From: Brenda Boonstra, Director of Undergraduate Admissions  
Date: April 26, 2024  
Re: Dual Enrollment Process

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## **APPLICATION PROCEDURES FOR DUAL ENROLLMENT STUDENTS**

**\*Previously accepted dual enrollment students who are in good academic standing and returning for successive semesters may skip Steps 1, 2, and 3.**

**STEP 1:** Carefully read through Piedmont's requirements and policies regarding Dual Enrollment. If you and your high school counselor or homeschool administrator agree that this opportunity will be a good fit for you, please continue.

**STEP 2:** Complete an admissions application. Online applications are available at [www.piedmont.edu/admission-aid/apply/](http://www.piedmont.edu/admission-aid/apply/)

**STEP 3:** Submit official high school transcripts and SAT/ACT/Accuplacer scores (if available). Please have your counselor submit transcripts electronically, either to [bboonstra@piedmont.edu](mailto:bboonstra@piedmont.edu) or through GA Futures. Transcripts may also be mailed to: Office of Undergraduate Admissions, Piedmont University/ PO Box 10/ Demorest, GA/30535. Screenshots of test scores may be accepted if name and test information appear on the same page. Official testing results may also be submitted.

**STEP 4:** Submit the Dual Enrollment Recommendation form, with the required signatures. This may be done electronically or by mail, using the addresses above.

**STEP 5:** Students must go online to [www.gafutures.org](http://www.gafutures.org) to complete the Georgia Dual Enrollment program application forms. They must be filled out completely, listing what courses the student has permission to take. The deadline for completing these online forms is **August 31st for the Fall semester and January 31st for the Spring semester.**

**STEP 6:** High School counselor or Home School administrator must certify students through [www.gafutures.org](http://www.gafutures.org).

**STEP 7:** The dual enrollment academic advisor will help students register for classes.

**STEP 8:** Attend the Dual Enrollment Orientation, usually held the week before classes begin. Students will be notified via email and/or mail about the date and time.

Piedmont University - Athens  
Dual Enrollment Recommendation Form - Fall 2024

Student name: \_\_\_\_\_ High school graduation year: \_\_\_\_\_

Please indicate which of the following courses the student would like to take at Piedmont:

Course	Days	Time	Enroll?
SOCI-1101: Introduction to Sociology	Mondays & Fridays	8:00am-9:15am	
PSYC-2290: Human Growth and Development	Mondays & Fridays	9:30am-10:45am	
MCOM-1110: Public Speaking	Mondays & Fridays	12:00pm-1:15pm	
SPAN-1101: Elementary Spanish I	Tuesdays & Thursdays	8:00am-9:15am	
ENGL-1101: Rhetoric and Composition	Tuesdays & Thursdays	9:30am-10:45am	
HIST-2212: Pivotal Moments in Recent U.S. History	Tuesdays & Thursdays	12:00pm-1:15pm	

Please indicate the student's aptitude for success at Piedmont in these areas:

	Strongly Agree	Agree	Neither Agree Nor Disagree	Disagree	Strongly Disagree
The student demonstrates strong academic performance in their high school coursework.	1	2	3	4	5
The student demonstrates the appropriate work ethic and time management skills to manage multiple academic demands.	1	2	3	4	5
The student demonstrates the maturity and independence necessary to succeed in a college-level course.	1	2	3	4	5
The student demonstrates perseverance in the face of academic challenges.	1	2	3	4	5
The student has a clear understanding of the specific course(s) they are applying for and the relevance to their academic goals.	1	2	3	4	5

Name of high school (or indicate homeschool): \_\_\_\_\_

Signature of school official or homeschool administrator: \_\_\_\_\_

Signature of parent: \_\_\_\_\_