ELIGIBILITY CRITERIA
- Have a 2.5 cumulative grade point average at your high school and be in good academic standing at Prince George's Community College
- Be in the 11th or 12th grade on the first day of the college course
  Also applies to students who are rising 11th and 12th graders during the summer session
- Meet one of the placement requirements listed below:
  - Accuplacer
    - Reading Comprehension | 79+
    - Sentence Skills | 90+
    - Combined Reading Comprehension and Sentence Skills | 169+
    - College Level Math | 45+ AND Elementary Algebra | 82+
  - SAT
    - Evidence-Based Reading and Writing | 480+
    - Mathematics | 530+
  - ACT | 21+ (in one of the following areas: Critical Reading, Writing, and/or Mathematics)

REQUIRED DOCUMENTS
- Completed Prince George's Community College's Online Admissions Application
  - Indicate Concurrent Enrollment for Application Type
  - Student will receive a confirmation email
- Completed Concurrent Enrollment Form
  - Signed by Student, Parent, Counselor and Principal
  - Include COURSE, SECTION NUMBER, and SYNONYM NUMBER  (Example: MAT-1350 LD06 83597)
  - Indicate an alternate section in case first section is full
- High School Transcript
- Copy of SAT or ACT Test Scores, if applicable
- Completed New Student Orientation online
  - New Student Orientation can be completed online through Navigate (website or app)
ENROLLMENT STEPS—NEW STUDENTS

☐ Apply for admission at www.pgcc.edu for a fee of $25
  > Select “Concurrent Enrollment” for Application Type

☐ Satisfy one of the placement requirements
  > Take the Accuplacer Test on campus
  > Submit SAT/ACT scores to the Testing Center
  > Alternatively, submit CLEP credits for transfer credit evaluation

☐ Complete New Student Orientation online
  > Available online through Navigate

☐ Meet with the Dual/Concurrent/D2D Advisor, if needed
  > Schedule an appointment through Navigate to speak with the Dual/Concurrent/D2D Advisor for advisement on degree and/or certificate requirements

☐ Complete the Concurrent Enrollment Form
  > Students may take courses in one or more of the following modalities:
    • Traditional, face-to-face in 5 to 15 week formats
    • Hybrid, which combines face-to-face and online, in 5 to 15 week formats
    • Online, after a student has successfully earned 6 credits with a cumulative GPA of 2.5 at PGCC
  > Students may not take developmental courses or courses offered in the “weekender” format
  > Award of dual credit is left to the discretion of the high school/homeschool

☐ Meet with the PGCC Dual Enrollment Program Manager
  > Schedule an appointment to meet with the Dual Enrollment Program Manager to submit the required documents and receive course approval

☐ Register for approved courses online through Owl Link

☐ View and pay bill
  > View and pay bill online through Owl Link, in-person at the Cashier’s Office at the Largo campus, University Town Center campus, or Laurel College Center (no cash accepted at UTC or LCC), or set up a payment plan online through Owl Link in accordance with current billing policies and deadlines

☐ Obtain PGCC student ID and purchase textbooks
  > Bring a current photo ID and a copy of the paid bill to any campus location to obtain a PGCC student ID
  > Textbook information available at campus bookstores or www.pgccbookstore.com

ENROLLMENT STEPS—RETURNING STUDENTS

☐ Meet with the Dual/Concurrent/D2D Advisor, if needed

☐ Submit completed Concurrent Enrollment Form to the Dual Enrollment Program Manager via email or in-person

☐ Register for approved courses, view and pay bill, obtain a PGCC student ID sticker for the current semester and purchase textbooks

CONTACT INFORMATION

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