

GRCC Application Instructions for Dual and Concurrent Enrollment

RESTRICTIONS AND QUALIFICATIONS

Are there limits or restrictions for Dual and Concurrent Enrollment students?

Yes. All Dual and Concurrent Enrollment students are limited to the amount of classes they can take. Students are allowed to take up to 10 classes during their high school career.

Course Allowance by Grade for Dual and Concurrent Enrollment

Maximum Number of College Courses in Your:	Grade Admitted in GRCC Dual and Concurrent Enrollment			
	Ninth Grade	Tenth Grade	Eleventh Grade	Twelfth Grade
Freshman year	2			
Sophomore year	2	2		
Junior year	2	4	up to 6	
Senior year	4	4	up to 6	up to 6

NOTE: Additional college courses may be taken, but tuition and fees are responsibility of the student, parent(s) or guardian.

Labs are not counted as a separate class. Dual and Concurrent Enrollment students are restricted from taking some classes. Please refer to the Restricted Classes list for more information at grcc.edu/dualenrollmentrestricted.

In addition to restricting particular classes from Dual and Concurrent Enrollment students, GRCC has a policy regarding course prerequisites intended to benefit all students. Prerequisites are courses required to be taken prior to registering for a class. GRCC views prerequisites as a necessary precondition and a foundation for success. GRCC may prevent a student from enrolling in a class if the prerequisites have not been met. Course prerequisites, if any, are listed with each course description in the college catalog. If you think you have met a prerequisite, you can apply for a prerequisite waiver at grcc.edu/prerequisites.

Who Qualifies for Dual and Concurrent Enrollment?

High school students who qualify:

- are enrolled in at least one high school class and pursuing a high school diploma.
- maintain a high school cumulative GPA of 2.5 or higher. If the student has not yet established a high school transcript, the application will be reviewed on a case-by-case basis to be decided by both the high school counselor and Academic Outreach.
- are approved by your high school counselor
- meet GRCC prerequisites for college courses.

APPLICATION PROCESS AND CHECKLIST

Applications and transcripts are best received by the following dates to increase class selection opportunities:

- For fall semester by April 15
- For winter semester by October 15
- For summer semester by February 15

How do you apply for Dual and Concurrent Enrollment?

Please confirm that all of these items have been completed before submitting the application.

- Meet with your high school counselor to discuss the Dual and Concurrent Enrollment application process and to determine your approved courses.
- Complete the **Dual and Concurrent Enrollment Application**.
- Obtain the required approved signatures – self, parent and/or guardian and high school counselor.
- Obtain your high school transcript.
- Include your test scores, if necessary.
- Send your application, transcript and qualifying test scores (if required) to:
Academic Outreach
Grand Rapids Community College
143 Bostwick Avenue NE
Grand Rapids, MI 49503-3295
or send by email to ktenbroeke@grcc.edu

NEXT STEPS

What happens after you apply?

The Academic Outreach office will process your application and send you an admission letter, along with your student ID number, class registration and tuition payment instructions, and any other details deemed necessary. If deemed ineligible to take a college course, you will also be notified.

Students are required to complete the online Dual and Concurrent orientation. Detailed information regarding orientation is sent in the admissions letter.

After completing your first semester, you are not required to reapply, but remain active through your high school career.

What steps do you take to attend GRCC after high school graduation?

Dual and Concurrent Enrollment students who wish to attend GRCC after high school graduation must complete a degree-seeking application. This application is available online at grcc.edu/apply.

QUESTIONS

For questions regarding Dual and Concurrent Enrollment, please call a representative in Academic Outreach at (616) 234-3007 or email dualenrollment@grcc.edu.