



DUAL ENROLLMENT ORIENTATION



Rally the Raider is
the Seminole State
College Mascot

Congratulations! Now that you have signed up for a college course you are officially a Seminole State College Student.

Whether you are taking a dual enrollment course on your high school campus, online, or on the college campus there are a few things you need to know. This orientation is designed to make sure you are informed about your rights and responsibilities as a college student.



**WELCOME TO SEMINOLE STATE COLLEGE
OF FLORIDA**

- ▶ **Application/Admissions**: You have already done this. You won't need to do it again until you either graduate from high school or if you miss three college semesters.
- ▶ **Seminole State ID Number**: When you were admitted you were given a Seminole State ID number. Be sure to memorize this because you will need it. If you don't memorize it at least put it in your phone or wallet so you have it if you need it.
- ▶ **ID Card**: Once you are registered for your dual enrollment courses you can get a Seminole State ID card at any Seminole State Campus. If you are taking classes at the college you will need your ID card to get your textbooks. You will also need your ID card to use the campus library, for printing or copying on campus, for entering college events, or to obtain a campus parking permit. Some local merchants will also give you a discount if you show them your Seminole State college ID card.

LET'S START WITH THE BASICS



Did you know Seminole State Students can ride on Lynx buses for free?

Free bus services are available on all LYNX fixed routes and NeighborLink routes during times when LYNX is in service.

Just show you Seminole State Student ID card or download the LYNX PAWPASS mobile app and register. You can find the app and the bus schedule at: <https://www.lynxpawpass.com/>

More information can be found at:
<https://www.seminolestate.edu/lynx>

FREE BUS RIDES ON LYNX

As long as you are a dual enrollment student you will have two holds on your record. The first just says “Dual Enrollment” and the second says “Dual Enrollment Residency”

- ▶ These holds prevent you from adding or dropping classes online.
- ▶ These holds do not prevent your official transcripts from being sent to another school.

HOLDS

Registration:

There are three college semesters each year. Fall starts in August, Spring starts in January, and Summer starts in May.

Within each semester there are full semester classes, 12-week classes (except in summer), and “A” and “B” term classes. During the fall and spring the “A” and “B” term classes are 8 weeks long. In summer they are 6 weeks long. The same amount of information is taught in each session so be careful not to overload yourself.

LET'S START WITH THE BASICS

Dual Enrollment students must come to campus each semester to register if they want to take classes at the college or online.

Public school students must obtain a new 868 form each semester and Private school students must obtain a new 869 form each semester.

If you are taking courses at your high school someone will give you the forms to complete and then send them to the dual enrollment office to complete your registration.

- ▶ **All students will need to complete a Seminole State Registration form to register each semester.**

LET'S START WITH THE BASICS

IMPORTANT

If you brought unofficial SAT, ACT, and/or AP scores to the college to register for classes you must submit official test scores from the College Board/ACT.org to the college before registration for your second semester or you will not be permitted to register.

TEST SCORES

- ▶ The Academic Calendar can be found at the college website: www.SeminoleState.edu.
- ▶ To find the calendar hover your cursor over “Academics” and then you will see “Academic Calendar” on the drop down list. Click on the link.
- ▶ Now pick the semester from the list.

ACADEMIC CALENDAR

It is important to check the Academic Calendar every semester for these important dates!

- ▶ The Academic Calendar is very long. This is a small sample of important dates that apply to dual enrollment students.

NOTE: The dates are not in this order on the full calendar. You will need to look through the calendar to find them.

ACADEMIC CALENDAR

Fall 2019				
August 20 - December 9, 2019				
Event	Full Session August 20 - December 9	A Session August 20 - October 14	12W Session September 10 - December 9	B Session October 15 - December 9
Registration begins for all new, non-degree, and dual enrollment students.	June 27	June 27	June 27	June 27
Classes Begin	August 20	August 20	September 10	October 15
Last day to drop classes and receive 100 percent refund (refund policy is subject to change without notice)	August 26	August 22	September 13	October 17
Student submission begins for Intent to Graduate forms	August 27	August 27	August 27	August 27
Grade Roster validation due by 11:59 pm (including W4s/No Shows)	August 29	August 27	September 18	October 22
Deadline for students to submit Intent to Graduate Forms	October 11	October 11	October 11	October 11
Last Day for Students to Withdraw from a College Class	October 23	September 23	October 31	Nov. 14
Classes End	December 9	October 14	December 9	Dec. 9

As a college students you need to know these terms:

Drop: You will find the drop deadline on the Academic Calendar. A drop occurs in the first few days of the course. If you drop a class it comes off of your record completely. It's like you never registered for the course.

Withdrawal: The withdrawal deadline is also found on the Academic Calendar. The deadline falls in the middle of the session. If you withdraw the course stays on your transcript but you get a W2 for a grade. A withdraw will count as an attempt at the course. Withdrawing from a course could cause you to be suspended from Financial Aid after high school graduation.

NOTE: *If you sign up for a class and decide not to take the course you need to drop or withdraw from the class. If you don't there is a chance you will get an "F" in the course.*

COLLEGE TERMS YOU NEED TO KNOW

MAKE SURE YOU PAY ATTENTION TO THE DROP AND WITHDRAW DATES!

IF YOU MISS THE DEADLINE YOU WILL NOT BE REMOVED FROM THE CLASS.

IF YOU DO NOT DROP OR WITHDRAW YOUR GRADE AND GPA ON BOTH YOUR HIGH SCHOOL TRANSCRIPT AND COLLEGE TRANSCRIPT WILL BE AFFECTED!

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WITHDRAWS AND DROPS

HOW DO I DROP OR WITHDRAW FROM A CLASS?

- ▶ To drop a class you will use the bottom part of the college registration form. Complete your information at the top of the form and then complete the course information at the bottom of the form where it says “Courses to be Dropped”.
- ▶ To withdraw download and complete the Withdraw form from:
https://www.seminolestate.edu/media/registrar/STUDENT-REQUEST-FOR-WITHDRAWAL_518.pdf
- ▶ For both drops and withdraws you must have your high school counselor (except for home school students) sign on the bottom of the form so your counselor is aware.
- ▶ Once the forms are complete and signed you must bring them to the college for processing. **IMPORTANT: WHILE YOU ARE DUAL ENROLLED YOU CAN NOT DROP A CLASS OR WITHDRAW ONLINE.**

- ▶ Whether you are registered in a class at the high school or at the college, if you are taking a dual enrollment class you are in a real college class. This means you now have a college transcript and this course will be in your college GPA.
- ▶ Your dual enrollment course(s) will show up both on your high school transcript and your college transcript.

IMPLICATIONS OF TAKING DUAL ENROLLMENT COURSES

- ▶ Dual Enrollment courses are weighted into your high school GPA the same as IB and AP courses.
- ▶ You will be required to send a Seminole State College transcript to whatever college you apply to. Since the courses show on your high school transcript the other college will know you took dual enrollment classes and will ask for a transcript.
- ▶ If you do not do well in your dual enrollment class it could negatively affect your admission to another college. It could also negatively impact future financial aid.

IMPLICATIONS OF TAKING DUAL ENROLLMENT COURSES

ASSOCIATE OF ARTS DEGREE (AA)



- ▶ If you are planning to transfer to a state university this is the degree you should be working on.
- ▶ Students in the AA degree are in Academic Dual Enrollment and must maintain a 3.0 or higher cumulative, unweighted, high school GPA.
- ▶ The AA degree is guaranteed to transfer to a Florida Public University or State College and meet the General Education requirements for a Bachelor's degree.



ASSOCIATE OF SCIENCE DEGREE CERTIFICATE PROGRAMS



- ▶ **Associate of Science and Certificate Courses** are considered Career Dual Enrollment.
- ▶ Career Dual Enrollment students must maintain a 2.5 or higher cumulative, high school GPA.
- ▶ Most of these programs are not designed to transfer to a university.
- ▶ Some Career Courses are offered on some high school campuses.
- ▶ Examples of types of career courses are: Computer, Engineering, Criminal Justice, Pharmacy Tech, Business, and more.





Stay Informed

- **Check your Student Email Regularly**

- Your MySeminoleState login followed by @live.seminolestate.edu

- Forward your Seminole State email to your personal email account

- Free Microsoft Office Programs



- **Sign up for Seminole State Text at:** www.seminolestate.edu/text

- Fees due

- Registration reminders

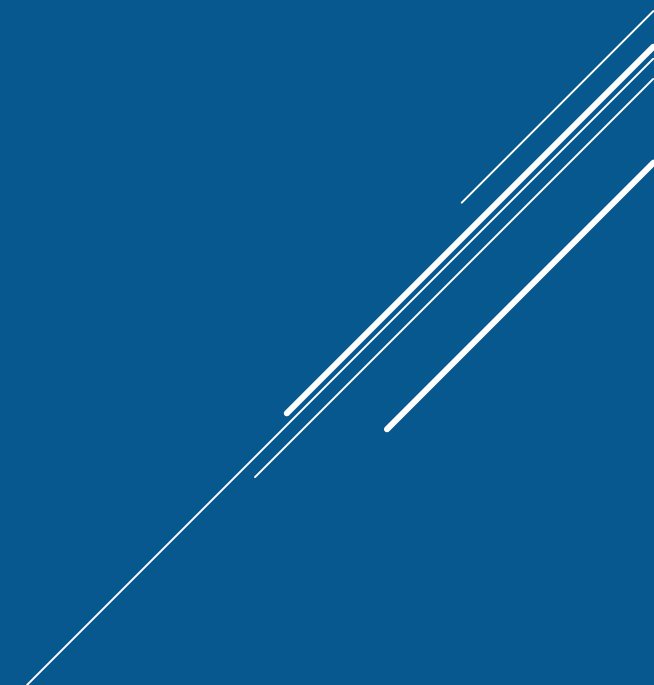
- Graduation information





Student Safety

- Security on every campus with a central dispatch at **407.708.2178**
- Seminole State Alert
- LifeLine Response Emergency App
- SSC After Hours Crisis Hotline **407.416.9976**



As a Dual Enrollment student you have access to the same student resources as all Seminole State students. Here are some important services that can help you:

Academic Success Center: Free tutoring. There is an Academic Success Center at every campus and help is available online. For more information visit <https://www.seminolestate.edu/academic-success>

Library: The Seminole State Library is also available on Campus or Online and can be used by any Seminole State Student. Through the Library you have access to resources from other colleges and Universities from around the state. Visit the Library website at: <https://www.seminolestate.edu/library>

ACADEMIC ASSISTANCE

- ▶ If you plan to take classes in the Spring 2020 semester registration opens on 10/25/2019. It is important to register early to get the times/days that fit your schedule.
- ▶ Public school students will need an 868 for to register. Private school students will need an 869 form from their high school.
- ▶ Students must be present to register for classes. We will not register you for your parents, siblings, etc.

WHAT'S NEXT

**IF YOU HAVE QUESTIONS ABOUT ANYTHING TO DO WITH
DUAL ENROLLMENT YOU CAN EMAIL THE DUAL ENROLLMENT
DEPARTMENT AT
DUALENROLLMENT@SEMINOLESTATE.EDU**

QUESTIONS?