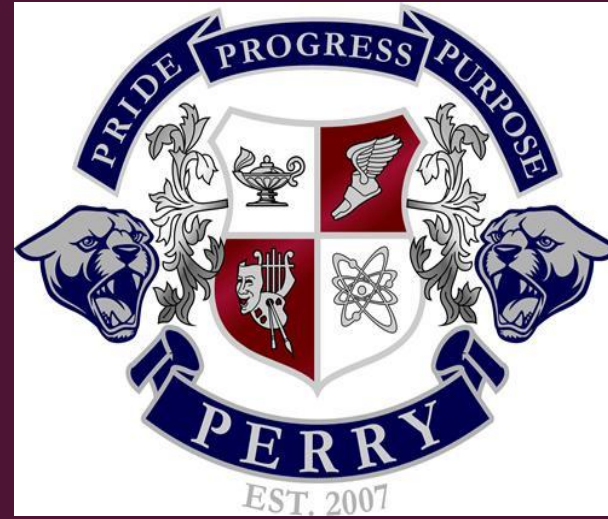


# PERRY HIGH SCHOOL DUAL ENROLLMENT

STUDENTS **NEW** TO PERRY AND THOSE WHO HAVE NOT TAKEN THE ACCUPLACER

CREATED BY CINDY PINO AND HEATHER PATTERSON



## HERE ARE THE BASICS:

- Dual enrollment is an opportunity for eligible high school students to earn college credit during their regular high school classes.
- The credits students earn through dual enrollment are treated the same as regular college credit.
- They can be transferred to other Maricopa Community Colleges, Arizona's state universities, and even some out-of-state colleges. or universities

# HERE ARE THE BASICS:



“Since the classes are my high school classes, I’m already familiar with the teachers and campus, so there’s less to worry about.”

*-Dee Kater, Perry High School Class of 2015*

By participating in CGCC’s dual enrollment program, you earn college credit that can fulfill many university general studies requirements, including **English, math, science, history and language courses.**

This means you pay community college prices for university-level classes. Savings also occur because your high school provides the necessary text books. You are able to complete a four-year degree program more quickly due to transferred credits.

## HERE ARE THE BASICS:

- Community College tuition rates are much lower than rates for a state university. Dual Enrollment students pay roughly 1/3 the tuition they would pay at a state university. For parents planning on paying for their child's college tuition, this can be a huge help.

## HERE ARE THE BASICS:

- For the 2018-2019 year, the **in-state** tuition rate is **\$85** per credit hour. There are additional charges for students classified as out-of-state. There is also a **\$15** registration fee once *per semester* for each community college.

## CAN I GET TUITION ASSISTANCE?

- A tuition assistance form is available to students who can demonstrate financial need. Applications submitted now will be approved and awarded on a first come, first served basis until funding runs out.
- Access to this form will be shown at the end of the PowerPoint
- This will take you to the [Tuition Assistance form](#)

## AM I ELIGIBLE TO ENROLL IN THIS CLASS?

- Dual enrollment students must be attending Perry High and meet the **prerequisite criteria** for the course or have a qualifying **placement score** by taking an appropriate assessment test.

# WHAT PLACEMENT TEST?

**Ask the teacher for the course you wish to take what the full requirements are, but here is a general guideline for the placement tests:**

- Math courses require a certain score earned on the **Math Accuplacer**.  
*Some math classes allow the use of a “Multiple Measures” to help gain entrance into the class. Your math teacher will let you know which class uses this (in case you don’t receive a passing placement score).*
- College Prep English requires a passing score (5+) on the **Write Placer** or a 4-5 on I I AP Language and Composition test.
- **ALL** other classes require a “proficient” or “highly proficient” score on a current AzMerit test (9<sup>th</sup>-11<sup>th</sup> grades) **or** a passing score on the **Reading Accuplacer**.



# WHAT IF I DON'T PASS THE PLACEMENT TEST?

- Students are allowed to take the placement test **TWICE** within a short period of time. If a **THIRD** and final attempt needs to be made, a **three month period** must pass before the final attempt is made to pass.
- The math and English tests are given at Perry during the spring.
- The Reading Accuplacer is given at Perry during the first month of the new school year. All in-coming 9<sup>th</sup> graders and those students who did not pass the reading portion of the AzMERIT must take the reading Reading Accuplacer.

## READING ACCUPLACER

During the Week of **August 6<sup>th</sup> – 10<sup>th</sup>**, the Reading Accuplacer will be given in the **Career Center (F219)**

If you need to take the Reading Accuplacer, please report to the Career Center **after school during the testing week.**

Bring your ID (driver's license or PHS card) and your CGCC student number (it begins with the number 3).

**You cannot test without proof of ID  
and your CGCC student number**

**THERE ARE 4 STEPS  
TO BECOME A DUAL ENROLLMENT STUDENT:**

**Step 1- Get Admitted (*if you haven't already done so*)**

**\* - Submit Identification (optional online)**

**Step 2- Take the placement test (*if you need to*)**

**Step 3- Submit the Registration form to your Dual Enrollment teacher**

**Step 4- Once the college has come to PHS to register you, you can pay for the course(s) on line.**

# STEP 1 - GET ADMITTED

**Creating an MEID number** will give you access to your college account (you can see your grades, send email, and make payments).

Once you create the **MEID** number, you will also receive a **CGCC** student number (this number begins with a 3). You will need the **CGCC** number to take placement tests and complete the hard copy registration form.

# WARNING : THE PATH AHEAD TAKES PATIENCE 😊

Find Chandler Gilbert Community College in a search

Select the “Quicklinks” on their homepage and find “[Dual Enrollment](#)”

Click here



Enrollment

## Dual Enrollment

DE VD DualPromoVideo CGCC 0816

About Hours & Location Benefits **Getting Started** Class Lists

### Getting Started with Dual Enrollment

**Important Dates for 2017-2018**

- **Monday, September 18, 2017**  
Registration and payment\* deadline for fall semester classes.
- **Monday, February 12, 2018**  
Registration and payment\* deadline for spring semester classes.

*\*Failure to pay in full or set up a payment plan by the deadline will result in a student being dropped from their classes without notice.*

**Note:** Students who do not submit their registration packet to their teacher by the designated due date for their high school are responsible for bringing their paperwork to Chandler-Gilbert Community College.

**Steps to complete:**

1. **Create Student Account and MEID (User ID)**  
[Click here](#) for step by step instructions on how to create your MEID (user ID). [Click here](#) for a printable step by step guide on how to complete the admissions process. **Note:** All students are initially classified as out-of-state after this. Students will be switched to in-state status if they qualify during Step 5.

# APPLYING FOR ADMISSION

## Your step-by-step guide to academic success

**Note:** For veterans and active duty service members, see the [Veterans and active duty enrollment steps](#).



Use this [Enrollment Steps guide \(.pdf\)](#) to keep track of your progress. By filling out this guide you'll remember where you left off in the enrollment steps.

### Enrollment Resources

- [Academic Ad](#)
- [Admissions, F and Registratic](#)
- [Assessment a](#)
- [Career Servic](#)
- [Disability Res Services](#)
- [Financial Aid](#)
- [Paying for Co](#)
- [Scholarships](#)

## Step 1: Get admitted

### Apply for admission online

In this step, you will...

- Create your Maricopa Enterprise ID (also known as MEID)
- Complete the admission application by adding your personal information
- Submit proof of your identification

*Please note if you started your application more than 48 hours ago, you will need to start a new application*

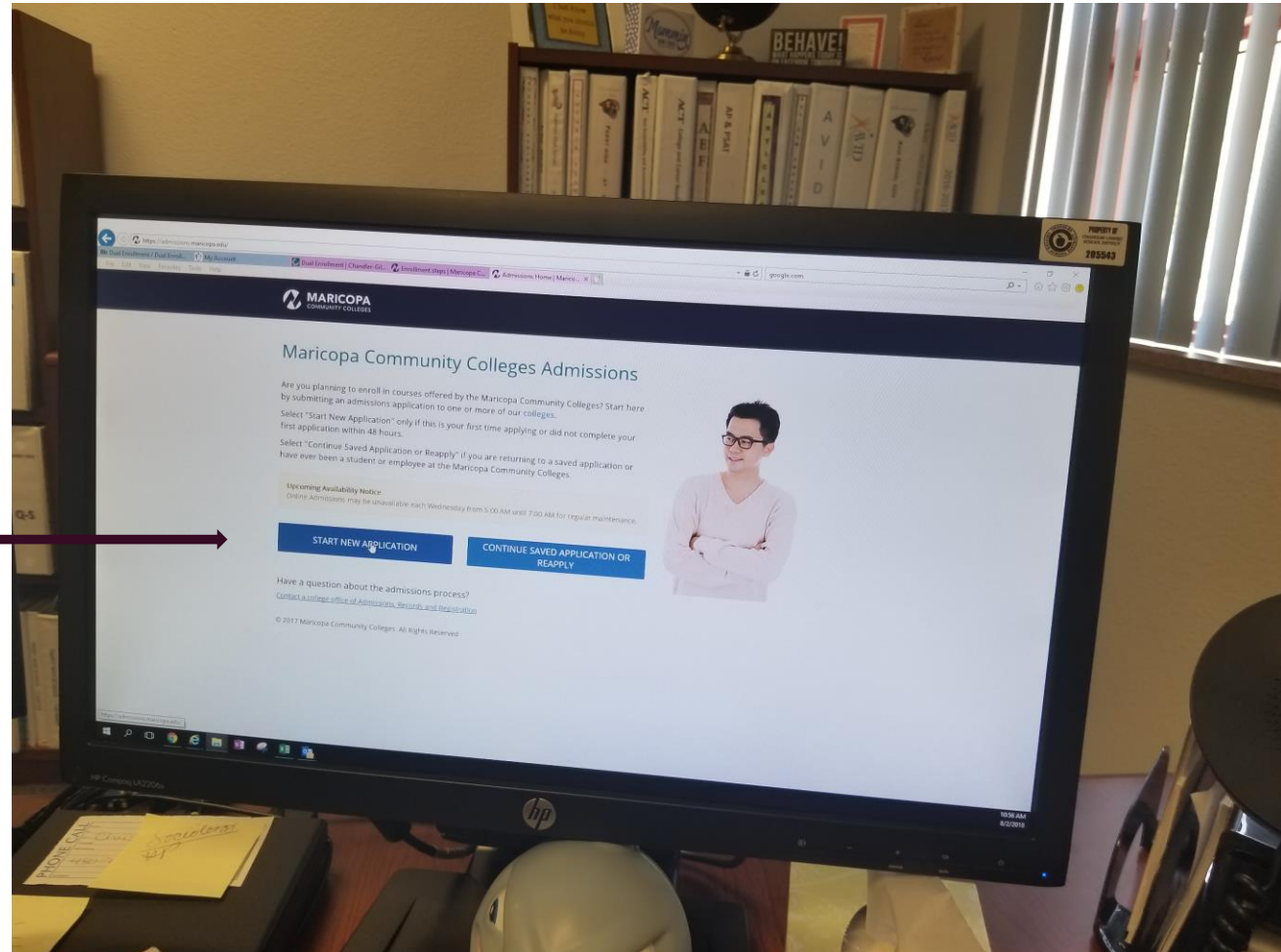
Apply for Admission

Click here



# APPLYING FOR ADMISSION

Click here to start  
a new application



# APPLYING FOR ADMISSION

Even though this tells you to have a form of ID ready – you **DO NOT** have to submit it on-line. You can attach a copy of acceptable ID to your registration form

## Before You Begin

Thank you for your interest in the Maricopa Community Colleges. Before you begin the online admission application, please be sure to have this information available:

- One of the following forms of photo ID:
  - State-issued Identification Card
  - State-issued Drivers License

*Note: Other forms of ID are not accepted while admitting online. You may verify your identity after admitting by visiting a college or using the E-Forms process. Just choose "Submit Later as E-Form or In-Person" while admitting if you choose not to verify your identity online.*

- Access to a camera OR a scanned, color copy of your ID (front and back). If you are using a scanned image, please be sure to save as an image file (.jpeg, .gif, .png). Word documents or .pdf files cannot be processed.
- Access to an email address; this should be the address you use during the application process.
- Access to internet, either through Wi-Fi or a cellular data connection.

### Helpful Tips

- **Please note you must complete your application within 48 hours from the time you start. All incomplete applications will be removed after that time for the security of your personal information.**
- Your name on the online application must match your name on your identification.
- When taking photos of the ID with a camera or mobile device, use a darker background. Please ensure the image is clear and free of glare or reflections.
- On some mobile devices, please wait for the images to upload from your smartphone into the application. The application will show you a preview of the images before you submit them online.

CONTINUE



# APPLYING FOR ADMISSION



## Starting a New Application

Do you have a Maricopa County Community Colleges' email address, Student ID number or have you attended one of these colleges: Chandler-Gilbert, Estrella Mountain, Glendale, GateWay, Mesa, Phoenix, Paradise Valley, Rio Salado, Scottsdale, South Mountain, Southwest Skill Center or Maricopa Skill Center?

NO, I DO NOT

YES, I DO

I AM NOT SURE

If you answer, “Yes, I do” please use the alternative PowerPoint for **those with an MEID number** – located on the PHS website for dual enrollment

# APPLYING FOR ADMISSION



## International Student

Are you an international student planning to attend one of the Maricopa Community Colleges on an F (F-1 or F-2) or M (M1 or M-2) visa?

NO, I AM NOT

YES, I AM

# CREATE AN MEID NUMBER (LOG IN ACCOUNT)

Now you will create your account. Be careful, this information must be filled in correctly.

You must supply your Social Security number.



[Admissions Home](#) > [Create Account](#)

## Create Your Login Account

\*First Name:

Required

\*Middle Name:

I do not have a middle name

\*Last Name:

Required

\*Date of Birth:

\_\_/\_\_/\_\_

Your social security number will not be used as your primary identification number and will be kept confidential. Students should be aware that a correct Social Security Number must be on file for reporting information pertaining to potential tax credit and must be used by applicants for federal and state aid and Veteran Administration benefits. For more information, please contact your selected college's [Admissions & Records Department](#).

Social Security Number:

\_\_-\_\_-\_\_

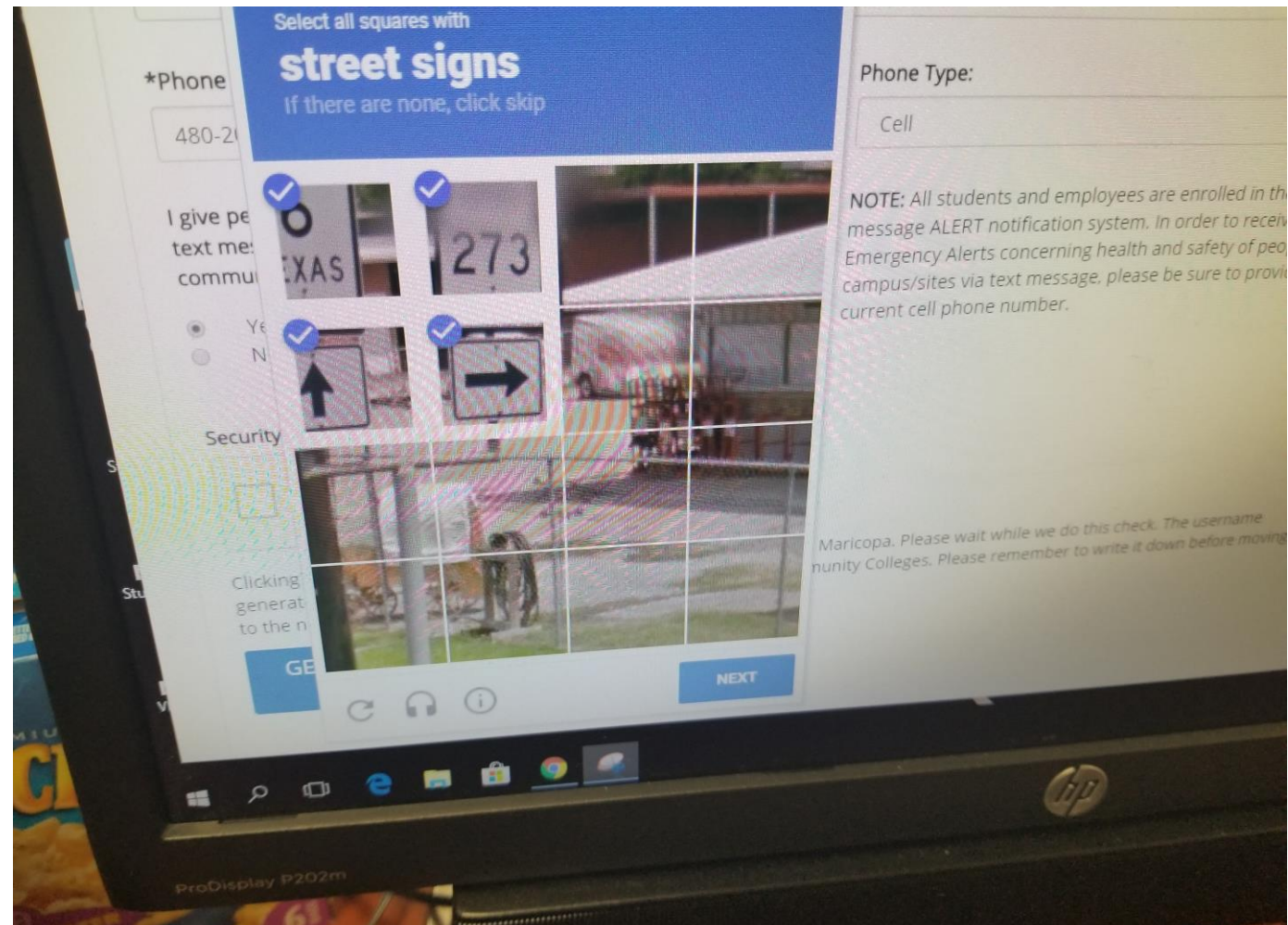
\*Email Address:

# CREATE AN MEID NUMBER (LOG IN ACCOUNT)

You must prove you are not a robot –

don't be surprised at the need to select road signs...

**Several times**



# CREATE AN MEID NUMBER (LOG IN ACCOUNT)

You should now receive your Username – which is also your MEID.

Now you need to create a password. Make sure the password follows important guidelines.

Please take note of your UserName below. If you need to EXIT your application, your Username and Password will allow you to log back in and complete.

NOTE: You must complete your application within 48 hours from the time you start. All incomplete applications will be removed after that time for the security of your personal information.

Username: LIN2196760

\*Password: (At least 10 characters in length, 1 Upper Case, 1 Lower Case, 1 Number and 1 Special Character)

Special characters include: - \_ ? \$ # ( ) ! , \* + ^ ~ ' ! @ % & [ ] { } < > | ' : ;

\*Confirm Password:

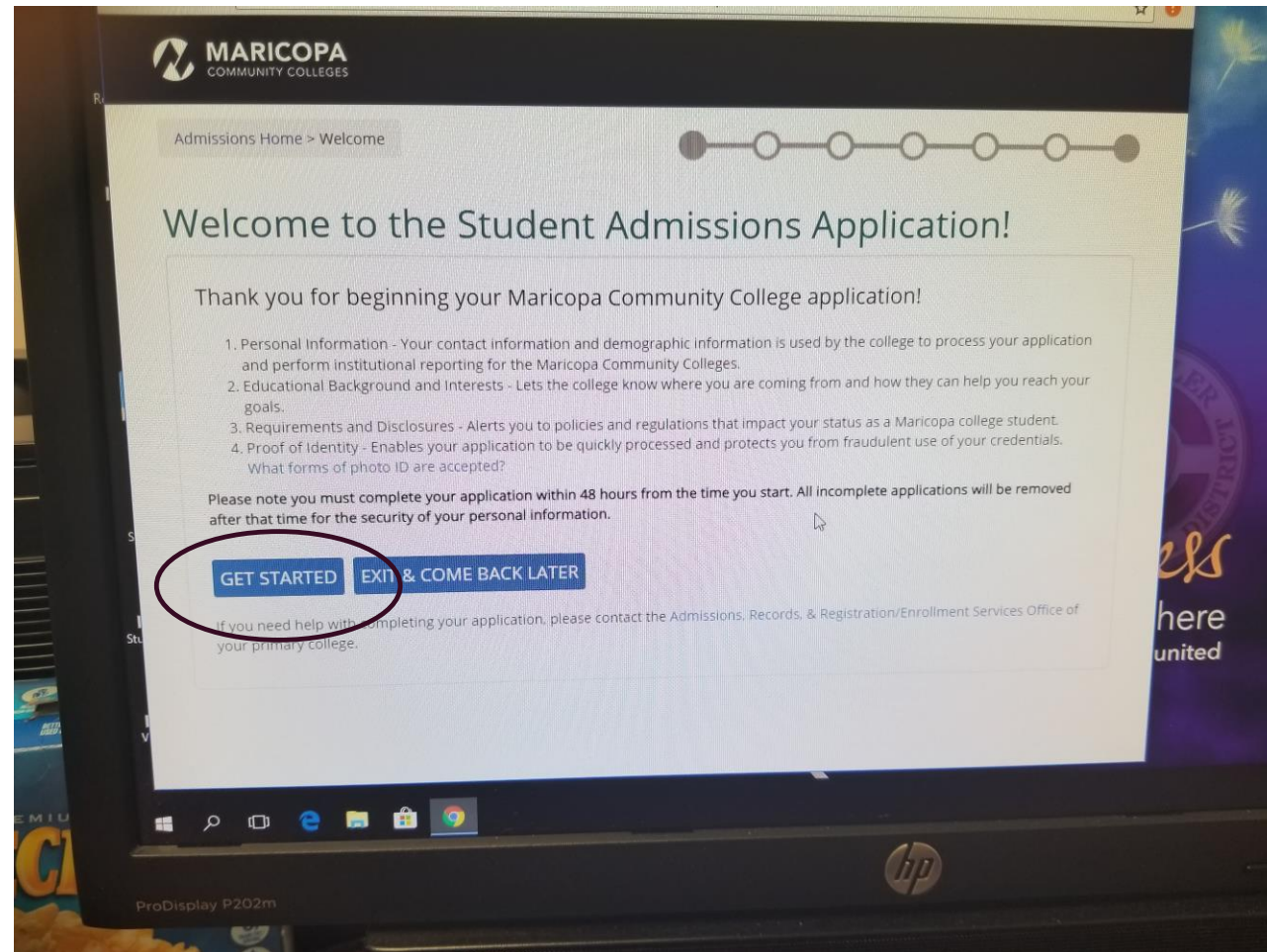
\*Account Recovery Question:  
Select One

\*Account Recovery Answer:

SAVE & NEXT > EXIT WITHOUT SAVING

# NOW YOU ACTUALLY BEGIN THE STUDENT ADMISSIONS APPLICATION

Click “Get Started”





# STUDENT ADMISSIONS

Supply your personal information



Again.....

Admissions Home > Welcome > Personal Information

1 2 3 4 5

## Step 1 - Personal Information

Personal Information

Full Legal Name

Prefix:  \*First Name:  \*Middle Name:  \*Last Name:  Suffix:

Preferred Name:  Middle Name Waiver:  I do not have a middle name Previous Last Name:

Address [?](#)

\*Country:

\*Address 1:

# STUDENT ADMISSIONS

Please answer all of the questions with the drop down boxes

The screenshot shows the Maricopa Community Colleges Admissions portal. At the top, the logo for Maricopa Community Colleges is visible. Below it, the breadcrumb trail reads "Admissions Home > Welcome > Educational Background and Interests". A progress indicator at the top right shows five steps, with step 2 being the current step. The main heading is "Step 2 - Educational Background and Interests".

The form contains the following sections and questions:

- Special Programs**
  - Are you seeking admissions under one of these special programs? (OPTIONAL)
  - Select One
- Previous Education**
  - \*Highest level of education completed
  - Select Education Level
  - \*High School Status
  - Select a Status
  - \*Have either of your parents/guardians completed a Bachelor's degree?
  - Yes
  - No




# STUDENT ADMISSIONS

Select an Academic Career

Primary College – this should be  
**Chandler Gilbert Community  
College**

Fall of 2018 should be the expected start  
date



 MARICOPA  
COMMUNITY COLLEGES

[Admissions Home](#) > [My Information](#) > Program Plans

● ● ② ● ●

## Choose Academic Career and College

If you are currently active at a college, it will be greyed out and you will be unable to select. Select an additional college to admit and proceed, or exit and go to [my.maricopa.edu](http://my.maricopa.edu) to login to your Student Center and enroll.

**\*Academic Career** ⓘ

Select an Academic Career ▼

**\*Primary College of Interest**

Select a College ▼

**\*When do you plan to begin taking classes?**

Select Expected Start ▼

Which academic career should I choose?

**Credit** - Credit classes are classes which can be taken for college credit (for use in earning a degree or certificate, for transferring to another institution, etc.).

**Non-Credit** - Non-Credit (Community Education) classes cover subjects related to leisure, lifestyle, and special interests. Courses range from single-day seminars up to six-week classes. Non-credit classes do not earn credits applicable towards degrees or certificates. [Browse non-credit classes.](#)

**Clock** - Clock-based certificates are career and technical education training programs that offer hands-on learning in a simulated workplace environment. These programs are offered at GateWay Community College.

**ADD PROGRAM TO MY APPLICATION** CANCEL AND SHOW MY PROGRAM SELECTION

# STUDENT ADMISSIONS

Check to  
make sure  
the  
computer  
got this  
right

COMMUNITY COLLEGES

Admissions Home > Welcome > My Programs

My Colleges and Programs

Term	College	Program of Study	Type	Status	Action
Fall 2018	Chandler-Gilbert Community College	[REDACTED]		Open to Admit	Delete

Are all of the colleges and programs for your application shown above?

Yes, I'm ready to finish my application

No, I want to add another college and program

PREVIOUS SAVE & EXIT **SAVE & NEXT >**



# STUDENT ADMISSIONS

Please  
review and  
check all  
that is  
asked for  
on this  
page

Financial Responsibility

**Maricopa County Community Colleges Financial Responsibility Agreement**

[Review the Maricopa Tuition and Fees Policy](#)

[Review the Maricopa Refund Policy](#)

**\*Acknowledgement of the above**

By checking this box, I acknowledge that I have read the Maricopa Tuition and Fees Policy and the understand that I am responsible for all tuition and fees related to my enrollment in the Maricopa

Clery Disclosure

For crime statistics report under the Jeanne Clery Disclosure of Campus Security Policy and Campus Crim the MCCCDD Public Safety Crime Awareness and Prevention website.



# HOW TO SUBMIT YOUR ID FOR AUTHENTICATION

CGCC personnel recommend that you bring in a hard copy of your ID. If so, please just indicate on the choice that reads “form in person”

Admissions Home > ID Verification

## How to Submit Your ID for Authentication

Maricopa Community Colleges requires students to submit a valid form of identification. This allows us to confirm a student's identity and prevent identity theft.


View the [complete list](#) of acceptable IDs for identification authentication, as well as lawful presence and testing. Use one of the below options to proceed.

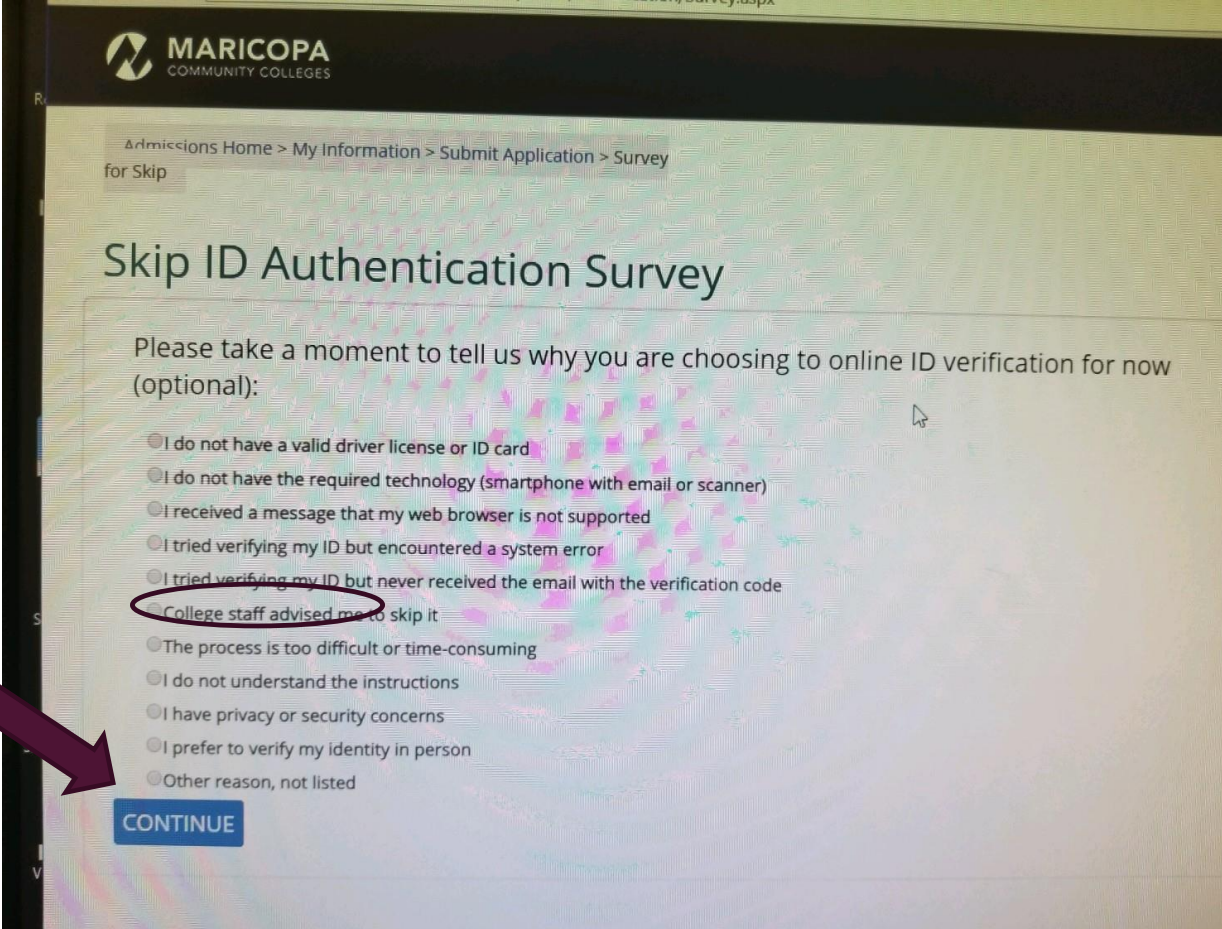
- **Online Real-Time Verification** - Valid with a US issued drivers license or identification card.
  - **UPLOAD FROM MOBILE** - If you have a smart phone or mobile device to receive an email link and your ID verification code.  
Note: You will need to access to the camera, the email account use to create your application, and a web browser.
  - **UPLOAD FROM DESKTOP** - If you do not have a smart phone or mobile device to receive an email with an ID verification code, you will need to connect to a camera or scanner on your computer, and photos of your drivers license/identification card in an image format. Desktop upload is for Chrome, Safari, and Firefox only.
- **MCCC's E-Form**
  - Choose **SUBMIT AS E-FORM OR IN-PERSON** and select the **VERIFY YOUR IDENTITY ONLINE** button on the confirmation page.
  - Allow 3-5 business days for processing.
- **In Person**
  - Choose **SUBMIT AS E-FORM OR IN-PERSON** and visit any of our Admissions, Records and Registration offices.

**SUBMIT AS E-FORM OR IN-PERSON**

# HOW TO SUBMIT YOUR ID FOR AUTHENTICATION

Choose an answer as to why you wish to turn in a hard copy of your ID

 However, if you prefer to submit on line, the next slides with a yellow star will guide you for on-line submission of ID



MARICOPA  
COMMUNITY COLLEGES

Admissions Home > My Information > Submit Application > Survey for Skip



## Skip ID Authentication Survey

Please take a moment to tell us why you are choosing to online ID verification for now (optional):

- I do not have a valid driver license or ID card
- I do not have the required technology (smartphone with email or scanner)
- I received a message that my web browser is not supported
- I tried verifying my ID but encountered a system error
- I tried verifying my ID but never received the email with the verification code
- College staff advised me to skip it
- The process is too difficult or time-consuming
- I do not understand the instructions
- I have privacy or security concerns
- I prefer to verify my identity in person
- Other reason, not listed

CONTINUE

# (OPTIONAL ONLINE) PROOF OF IDENTIFICATION

- CGCC needs proof of your identification. You must provide a current Driver's License or a Birth Certificate with a photo ID – such as a current PHS ID
- You may **either** submit a hard copy of this proof of ID and attach it to your registration form or you may follow the next four steps listed on the Power Point. The steps for on-line submission of identification will be indicated with a  YOU MAY FIND IT EASIER TO SIMPLY SUPPLY A HARD COPY OF THE ID 😊
- YOU DO NOT HAVE TO DO BOTH AN ON-LINE AND HARD COPY SUBMISSION of identification. *Please choose one way to submit proof of identification.*
- If you plan to submit proof of ID with a hard copy, you may SKIP all of the next slides that indicate **on-line submission** of ID. 
- All Students will still need to complete one more step after the slides concerning on-line submission of identification.



# ON- LINE SUBMISSION OF IDENTIFICATION

[Home](#) / [Services](#) / [Admissions, Records & Registration](#) / [How to Submit Your ID for Authentication](#)

If you know how to/want to upload documents from a home computer, follow these steps

## Contact Admissions and Records

[Chandler-Gilbert](#)  
(480) 732-7320

[Estrella Mountain](#)  
(623) 935-8888

[GateWay](#)  
(602) 286-8200

[Glendale](#)  
(623) 935-8888

[Mesa](#)  
(480) 461-7600

[Paradise Valley](#) (602) 787-7020

## How to Submit Your ID for Authentication

Maricopa Community Colleges require students to submit a valid form of identification for authentication. This allows us to confirm a student's identity and prevent identity theft. Students can submit their identification in-person at any of our Admissions, Records, and Registration offices, or online.

Follow the steps below to submit your identification securely through our online eForms system.

1. Click on the button below to go to eForms. Login using your MEID and password.

[Submit Identification](#)

2. Select your College or Skill Center from the drop-down menu.




# ON- LINE SUBMISSION OF IDENTIFICATION

Your name will appear here




Favorites ▾ Main Menu ▾ Student Center

 **MARICOPA**  
COMMUNITY COLLEGES

**To Do List**

---

**To Do Item Detail**

Hayden 

**Authentication of Stdnt ID**

---

**Contact**

**Academic Institution:** MCCCC Institution  
**Administrative Function:** General  
**Contact:**

---

**Authentication of Stdnt ID**

Ensuring the accuracy of your student record is important to us and to you. For financial aid to be disbursed or to receive a refund including tuition, financial aid, scholarships, payment plan payments, and/or cash or check payments through the Maricopa Community Colleges, you are required to verify your identity by submitting an approved photo ID. [Click here](#) and follow the instructions on how to fulfill this requirement. You WILL NOT BE ELIGIBLE to receive federal financial aid, or a refund (see above), until this proof is provided.

Click







# ON- LINE SUBMISSION OF IDENTIFICATION

Info correct?  
Make sure you have  
selected Chandler Gilbert  
Community College



**MARICOPA**  
COMMUNITY COLLEGES

## Student ID Authentication / Lawful Presence

*Note: Form must be completed and submitted along with a color upload of your documentation*

College or Skill Center

Last Name  First Name  M.I.

Student ID

**Documentation**

This will give you a list  
of all acceptable forms  
of identification.



Make sure the  
identification you wish  
to upload is on this list

Acceptable Documentation for Lawful Presence and ID Authentication  
*All Documentation Must be Current, Valid and Legible\**

Documentation	Lawful Presence	ID Authentication
An Arizona driver's license issued after 1996 or an Arizona non-operating identification license or an Arizona Instruction Permit	Y	Y
A birth certificate or delayed birth certificate issued in any state, territory or possession of the United States (A hospital record/certificate and certified Abstract of Birth are not acceptable)	Y	N
A United States certificate of birth abroad	Y	N
A United States passport (including passport cards)	Y	Y
A foreign passport with a United States visa	Y	Y
An I-94 form with photograph	Y	Y
A United States citizenship and immigration services employment authorization document or refugee travel document	Y	Y



# ON- LINE SUBMISSION OF IDENTIFICATION



## MARICOPA COMMUNITY COLLEGES

Chandler-Gilbert | Estrella Mountain | GateWay | Glendale | Maricopa Corporate College  
Mesa | Paradise Valley | Phoenix | Rio Salado | Scottsdale | South Mountain

You will once again enter your MEID number. (Remember, this is NOT your CGCC student number.) You need your password again, too



Welcome to Maricopa Community Colleges Electronic Forms (eForms)

This online system allows you to complete and submit forms online using your Maricopa Enterprise ID (MEID), the user account required to access Maricopa Community Colleges District (MCCCD) online tools and resource.

Log In

To access the system, enter your MEID and password below.

Please enter your MEID

Password

Log In



Don't forget to log in!

### New

Prospective students who have never admitted to the Maricopa Community Colleges or been one of its employees admit online

[Student Admissions Application](#)

### Active

Users who have taken classes within the past 365 days, or have taught classes within the past, or are currently employed at MCCCD

[Look Up MEID](#)

[Reset Password](#)

### Inactive

Users who have not taken a class within the past 365 days, have not recently taught classes within the last year, or are employed at MCCCD

[Reactivate Account](#)



# ON- LINE SUBMISSION OF ID

Read the Disclosure/Consent form first.



Electronic Signature

Please read the [Disclosure / Consent](#) before you sign your form electronically.

Typing your name exactly as it appears below signifies you are completing this form using an electronic signature. By signing electronically, you are certifying that you have read and understand the Disclosure/Consent and agree to electronically sign. You also agree to receive required disclosures or other communications related to this transaction electronically.

To continue with the electronic signature process, please enter your name and click the "Sign Electronically" button to save your information and submit your electronic signature.

Enter your first and Last Name to indicate your agreement with the disclosure



Hayden

Almost done!  
Click this blue button

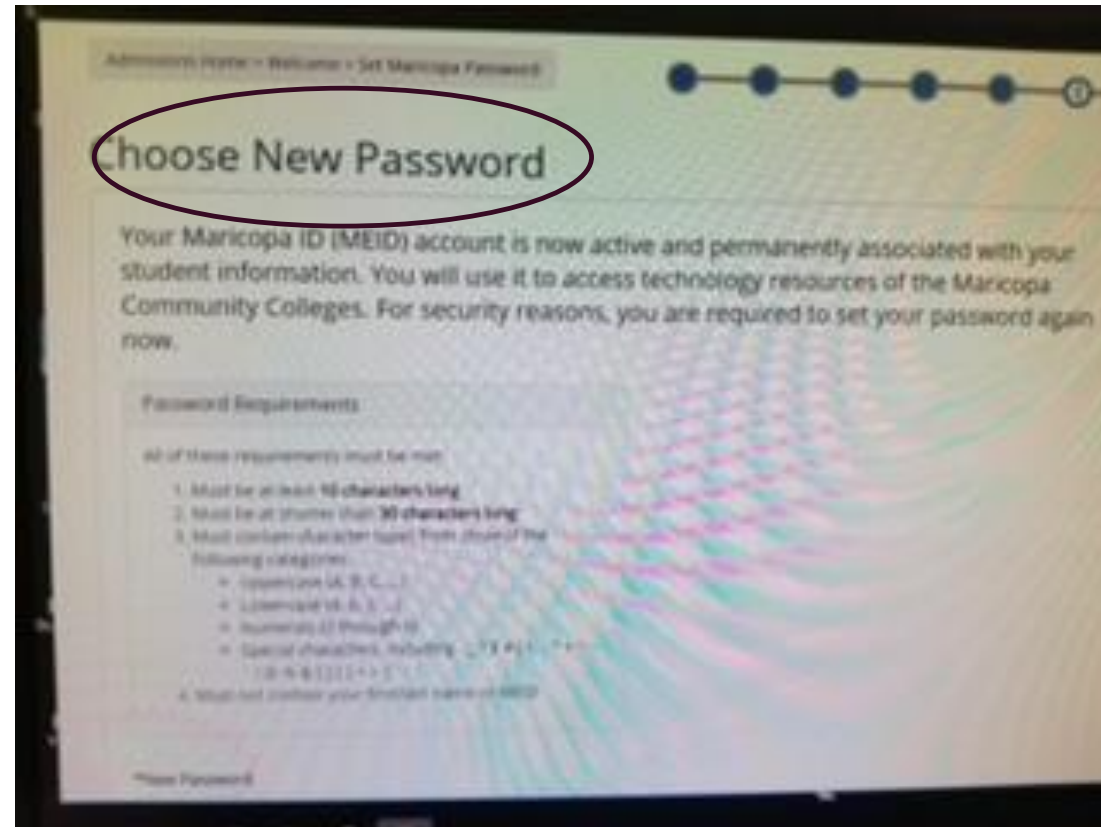
If you would like to opt out of electronic signature, please click the "Opt out and print" link below to save your information and print a local copy for your signature.  
[Opt out and print](#)

# FINISHING UP STUDENT ADMISSIONS

You're almost done

But now you need to  
change your  
password for your  
MEID account...

This is for  
extra  
security



# STUDENT ADMISSIONS

You should see this screen if you have been successful!

Write these down, they are important

MEID-to log in to your account

CGCC # - to take placement tests and to place on your registration form

Dear Linda,

Congratulations and welcome to the Maricopa Community Colleges. The selected colleges have received your admission application. The colleges you have selected are listed below.

Print or write down your student account information, you will need these to register and seek support at your institution.

- MEID (User ID): You will use this to log on to all Maricopa Student tools: LIN2196760
- Student ID Number: You will use this when getting support from employees: 36628624
- Maricopa Email: LIN2196760@maricopa.edu

College	Phone #
Chandler-Gilbert Community College	(480) 732-7320

# ON- LINE ADMISSION- **FINISHED**

YOU'RE  
DONE  
WITH  
ONLINE



**MARICOPA**  
COMMUNITY COLLEGES

Your form has been submitted successfully. Processing time for this form is 3-5 business days.

Thank you!

[View Form PDF](#)



## STEP 2 – TAKE THE ACCUPLACER, IF NEEDED

If you have to take the Math Accuplacer or the English 101 Writeplacer – please go to the CGCC campus and find the **Coyote Center**. Bring an ID photo and your CGCC student number (it begins with a 3). Ask your teacher if you are unsure about whether you still need to take a placement test.

Remember, you do not have to take the Reading Accuplacer UNLESS you did NOT pass a recent AZMerit ELA test with a “proficient” or higher or you are a freshman.



2626 E Pecos Rd, Chandler, AZ 85225  
The testing room is located upstairs

# STEP 3- REGISTRATION FORM –THE PAPER YOU TURN IN TO PHS

You only need one Registration form for ALL of the Dual Enrollment Classes you plan to take.

Please turn this completed form into one of your Dual teachers by **Monday, August 31<sup>st</sup>.**

**PLEASE PRINT**

Chander-Gilbert Estrella Mountain Gateway Mesa  
Paradise Valley Phoenix Rio Salado Scottsdale South Mountain

No registration forms will be accepted after September 14, 2018 for fall registration or after February 8, 2019 for spring registration.

Legal Name: \_\_\_\_\_ Date of Birth (MM/DD/YYYY): \_\_\_\_\_  
Last First Middle HS Grade Level:  9  10  11  12

College ID # (Required) 3 \_\_\_\_\_ Email: \_\_\_\_\_  
To locate your student college ID number, log in to your Student Center at my.maricopa.edu with your (MIDI) and password, scroll down to the Personal Information section, and click "Demographic Data". Your student college ID number will be the first item listed at the top of the page.

Mailing Address/Apt. #/City/State/Zip Code: \_\_\_\_\_  
 High School Name: \_\_\_\_\_ Expected High School Graduation Date: \_\_\_\_\_ (MM/YY)

FALL SEMESTER					Deferred	SPRING SEMESTER					Deferred
SUBJECT & COURSE <small>(Example: ENG101)</small>	CLASS # <small>(Example: 23456)</small>	CLASS HOUR	INSTRUCTOR <small>(Example: JONES)</small>	CREDITS		SUBJECT & COURSE <small>(Example: ENG101)</small>	CLASS # <small>(Example: 23456)</small>	CLASS HOUR	INSTRUCTOR <small>(Example: JONES)</small>	CREDITS	
Total Semester Credits _____ x Credit Hour Rate of \$85 + \$15 Registration Fee						Total Semester Credits _____ x Credit Hour Rate of \$85 + \$15 Registration Fee					
Amount Due \$ _____						Amount Due \$ _____					

In-state tuition\* is \$85 per credit hour, plus a \$15 registration fee. In some cases, your high school or other party may subsidize the rate per credit hour. \*To qualify for in-state tuition students must provide proof of lawful presence in the United States. According to Arizona law, students who are not citizens or legal residents, or who do not submit residency documents, will be charged out-of-state tuition. For more information go to maricopa.edu/residency.

**STUDENT - PLEASE READ AND SIGN HERE:**  
 I agree to the exchange of academic information between the participating institutions, including but not limited to college grade reports, transcripts, and any other pertinent documents. I give permission to release Maricopa Community Colleges information to my parents and/or legal guardian in accordance with Federal law.

Student Signature \_\_\_\_\_

**STUDENT - PLEASE READ:**  
 I give Maricopa Community Colleges permission to use automated messaging to communicate with me via email, phone, mail, or text.  Yes  No

Cell Phone Number \_\_\_\_\_ Date \_\_\_\_\_  
(If no Cell Phone put Home Phone)

**PARENT/GUARDIAN - PLEASE READ AND CHECK BOX:**  
 I give Maricopa Community Colleges permission to communicate with my dual enrollment student using automated messaging via email, phone, mail, or text.  Yes  No

**PARENT/GUARDIAN - PLEASE READ AND SIGN HERE:**  
 As a parent or legal guardian, I give permission for the above named student to enroll in the course(s) listed above. I understand that I am responsible for all tuition and fees related to my minor student's enrollment in the Maricopa Community Colleges. I agree to notify the Dual Enrollment Office at the college of choice regarding changes in enrollment, including dropping, adding, or changing classes. Failure to pay by 9/7/18 for fall tuition and by 02/11/19 for spring tuition, will result in the above-named student being automatically dropped from class(es) without notification. No refund will be given for class(es) dropped after the payment deadline. Payment plans must be renewed each semester. I understand that the above named student will be establishing a college academic record and will be required to report each enrollment to future colleges or universities. He/she will be subject to the course requirements, grading standards and attendance requirements established by the instructor in the course syllabus. I further understand that the above-named student will be subject to all of the requirements, policies, regulations, and deadlines defined in the College Catalog and Schedule of Classes.

Parent/Guardian Print Name \_\_\_\_\_ Parent/Guardian Signature \_\_\_\_\_  
 Parent/Guardian Email \_\_\_\_\_ Cell Phone Number \_\_\_\_\_ Date \_\_\_\_\_  
(If no Cell Phone put Home Phone)

**THIS BOX MUST BE FILLED IN BY HIGH SCHOOL OFFICIAL**

SAIS #: (Student Accountability Information System) (Required)  
 Check all that apply:  
PSAT ≥ 93 SAT ≥ 930 ACT ≥ 22 AzMERIT ELA Proficient

Accuplacer Score:  
 WritePlacer \_\_\_\_\_  
 Elem. Algebra \_\_\_\_\_  
 College Algebra \_\_\_\_\_  
 Reading \_\_\_\_\_

I have reviewed the information on this form and certify that the student is eligible to participate in dual enrollment.

Signature of Official \_\_\_\_\_ Date \_\_\_\_\_

REV 3/03/18 pm A.R.S. 15-903 requires students to be currently enrolled at the school for a full-time instructional program in addition to the college course. NOTE: High School Seniors who satisfy high school graduation requirements are exempt.

AP Score:  
 ENG \_\_\_\_\_  
 Calc A/B \_\_\_\_\_  
 Calc B/C \_\_\_\_\_



# REGISTRATION FORM **TURN IN TO PHS**

This is NOT the Perry ID number. It is your CGCC COLLEGE ID and it begins with a 3



Complete all circled areas

**MARICOPA COMMUNITY COLLEGES** | Dual Enrollment Registration Form

**Office Use Only**  
Term: \_\_\_\_\_  
Date: \_\_\_\_\_  
Initials: \_\_\_\_\_

Check the box  front of the college to identify where you plan to receive credit.  
 Chandler-Gilbert  Estrella Mountain  Gateway  Mesa  
 Paradise Valley  Phoenix  Rio Salado  Scottsdale  South Mountain

**PLEASE PRINT**

No registration forms will be accepted after September 14, 2018 for fall registration or after February 8, 2019 for spring registration.

Legal Name: \_\_\_\_\_ Date of Birth (MM/DD/YYYY): \_\_\_\_\_  
Last First Middle

College ID # (Required) 3 \_\_\_\_\_ Email: \_\_\_\_\_  
To locate your student college ID number, log in to your Student Center at my.maricopa.edu with your email and password, scroll down to the Personal Information section, and click "Demographic Data". Your student college ID number will be the first item listed at the top of the page.

HS Grade Level: 9  10  11  12

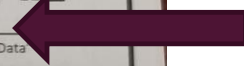
Mailing Address/Apt. #/City/State/Zip Code: \_\_\_\_\_

High School Name: \_\_\_\_\_ Expected High School Graduation Date: \_\_\_\_\_

FALL SEMESTER					Deferred	SPRING SEMESTER					Deferred
SUBJECT & COURSE (Example: ENG101)	CLASS # (Example: 23456)	CLASS HOUR	INSTRUCTOR (Example: JONES)	CREDITS		SUBJECT & COURSE (Example: ENG101)	CLASS # (Example: 23456)	CLASS HOUR	INSTRUCTOR (Example: JONES)	CREDITS	
Total Semester Credits _____ x Credit Hour Rate of \$85 + \$15 Registration Fee						Total Semester Credits _____ x Credit Hour Rate of \$85 + \$15 Registration Fee					
Amount Due \$ _____						Amount Due \$ _____					

In-state tuition\* is \$85 per credit hour, plus a \$15 registration fee. In some cases, your high school or other party may subsidize the rate per credit hour. \*To qualify for in-state tuition students must provide proof of lawful presence in the United States. According to Arizona law, students who are not citizens or legal residents, or who do not submit residency documents, will be charged out-of-state tuition. For more information go to maricopa.edu/residency.

Use an active, current email address

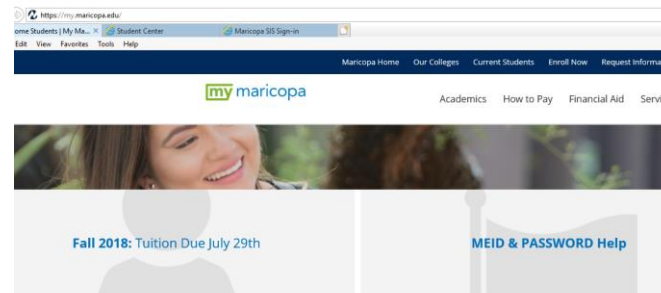


# REGISTRATION FORM **TURN IN TO PHS**

What if you have forgotten your **CGCC student ID number?**

Follow these steps to :

1. Go to my.maricopa.edu
2. Put in your MEID # and password
3. Select the Student Center icon
4. Select Demographic Data
5. Your ID number will appear at the top of the screen

A screenshot of the 'Personal Information' section in the my.maricopa.edu Student Center. The section is titled 'Personal Information' and contains two main areas: 'Demographic Data' and 'Contact Information'.  
Under 'Demographic Data', there are links for 'Emergency Contact', 'Names', and 'User Preferences'. Below these links is a dropdown menu with the text 'other personal...' and a double arrow icon.  
Under 'Contact Information', there are two columns of fields:  
- 'Home Address' and 'Home Phone' (value: None)  
- 'Mailing Address' (value: None) and 'Official Student Email Account' (value: None)  
A redacted area (blacked out) is visible next to the 'Home Address' field, with the number '249' appearing to the right of it.

# REGISTRATION FORM **TURN IN TO PHS**

Fill in the Fall Semester classes. Don't forget it is \$85.00 per credit hour and 15.00 each semester for a registration fee.

There is a link at the end of this PowerPoint that lists every PHS teacher and Dual Enrollment classes.

Please fill in the class hour and instructor accurately or you will be assigned the wrong class.

HS Grade Level: 9  10  11  12

College ID # (Required) 3 \_\_\_\_\_ Email: \_\_\_\_\_  
To locate your student college ID number, log in to your Student Center at my.maricopa.edu with your (MEID) and password, scroll down to the Personal Information section, and click "Demographic Data". Your student college ID number will be the first item listed at the top of the page.

Mailing Address/Apt. #/City/State/Zip Code: \_\_\_\_\_

High School Name: \_\_\_\_\_ Expected High School Graduation Date: \_\_\_\_\_ MM/YY

FALL SEMESTER					Deferred	SPRING SEMESTER					Deferred
SUBJECT & COURSE (Example: ENG101)	CLASS # (Example: 23456)	CLASS HOUR	INSTRUCTOR (Example: JONES)	CREDITS		SUBJECT & COURSE (Example: ENG101)	CLASS # (Example: 23456)	CLASS HOUR	INSTRUCTOR (Example: JONES)	CREDITS	
Total Semester Credits _____ x Credit Hour Rate of \$85 + \$15 Registration Fee					Amount Due \$	Total Semester Credits _____ x Credit Hour Rate of \$85 + \$15 Registration Fee					Amount Due \$

In-state tuition\* is \$85 per credit hour, plus a \$15 registration fee. In some cases, your high school or other party may subsidize the rate per credit hour. \*To qualify for in-state tuition, students must provide proof of lawful presence in the United States. According to Arizona law, students who are not citizens or legal residents, or who do not submit residency documents, will be charged out-of-state tuition. For more information go to maricopa.edu/residency.

**STUDENT - PLEASE READ AND SIGN HERE:**  
*I agree to the exchange of academic information between the participating institutions, including but not limited to college grade reports, transcripts, and any other pertinent documents. I give permission to release Maricopa Community Colleges information to my parents and/or legal guardian in accordance with Federal law*

\_\_\_\_\_ Student Signature

**STUDENT - PLEASE READ:**  
*I give Maricopa Community Colleges permission to use automated messaging to communicate with me via email, phone, mail, or text.  Yes  No*

\_\_\_\_\_ Cell Phone Number \_\_\_\_\_ Date  
(If no Cell Phone put Home Phone)

**PARENT/GUARDIAN - PLEASE READ AND CHECK BOX:**  
*I give Maricopa Community Colleges permission to communicate with my dual enrollment student using automated messaging via email, phone, mail, or text.  Yes  No*

**PARENT/GUARDIAN - PLEASE READ AND SIGN HERE:**  
*As a parent or legal guardian, I give permission for the above named student to enroll in the college.*

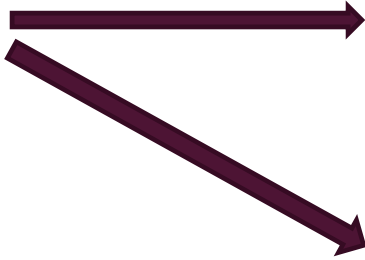
Dual Enrollment Office at the college of choice regarding changes in enrollment, including dropping, adding, or changing classes. Failure to pay by 9/17/18 for fall tuition and by 02/11/19 for spring tuition will result in the above-named student being automatically dropped from class(es) without notification. No refund will be given for class(es) dropped after the payment deadline. Payment plan must be renewed each semester. I understand that the above named student will be establishing a college academic record and will be required to report such enrollment to future colleges or universities. He/she will be subject to the course requirements, grading standards and attendance requirements established by the

You can fill in your spring semester classes, too!



# REGISTRATION FORM **TURN IN TO PHS**

You will not be enrolled into CGCC classes without the required signatures by both student and parent



Total Semester Credits \_\_\_\_\_ x Credit Hour Rate of \$85 + \$15 registration fee = Amount Due \$ \_\_\_\_\_

**Amount Due \$** \_\_\_\_\_

In-state tuition\* is \$85 per credit hour, plus a \$15 registration fee. In some cases, your high school or other party may subsidize the rate per credit hour. \*To qualify for in-state tuition students must provide proof of lawful presence in the United States. According to Arizona law, students who are not citizens or legal residents, or who do not submit residency documents, will be charged out-of-state tuition. For more information go to maricopa.edu/residency.

**STUDENT - PLEASE READ AND SIGN HERE:**  
I agree to the exchange of academic information between the participating institutions, including but not limited to college grade reports, transcripts, and any other pertinent documents. I give permission to release Maricopa Community Colleges information to my parents and/or legal guardian in accordance with Federal law

**STUDENT - PLEASE READ:**  
I give Maricopa Community Colleges permission to use automated messaging to communicate with me via email, phone, mail, or text.  Yes  No

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Cell Phone Number  
(If no Cell Phone put Home Phone)

\_\_\_\_\_  
Date

**PARENT/GUARDIAN - PLEASE READ AND CHECK BOX:**  
I give Maricopa Community Colleges permission to communicate with my dual enrollment student using automated messaging via email, phone, mail, or text.  Yes  No

**PARENT/GUARDIAN - PLEASE READ AND SIGN HERE:**  
As a parent or legal guardian, I give permission for the above named student to enroll in the course(s) listed above. I understand that I am responsible for all tuition and fees related to my minor student's enrollment in the Maricopa Community Colleges. I agree to notify the

*Dual Enrollment Office at the college of choice regarding changes in enrollment, including dropping, adding, or changing classes. Failure to pay by 9/17/18 for fall tuition and by 02/11/19 for spring tuition, will result in the above-named student being automatically dropped from class(es) without notification. No refund will be given for class(es) dropped after the payment deadline. Payment plans must be renewed each semester. I understand that the above named student will be establishing a college academic record and will be required to report such enrollment to future colleges or universities. He/she will be subject to the course requirements, grading standards and attendance requirements established by the instructor in the course syllabus. I further understand that the above-named student will be subject to all of the requirements, policies, regulations, and deadlines defined in the College Catalog and Schedule of Classes.*

\_\_\_\_\_  
Parent/Guardian Print Name

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Parent/Guardian Email

\_\_\_\_\_  
Cell Phone Number  
(If no Cell Phone put Home Phone)

\_\_\_\_\_  
Date

**THIS BOX MUST BE FILLED IN BY HIGH SCHOOL OFFICIAL**

SAIS #: (Student Accountability Information System) (Required)

Check all that apply:  
 PSAT ≥ 93  SAT ≥ 930  \_\_\_\_\_ ELA Proficient

I have reviewed the information on this form and certify that \_\_\_\_\_ is eligible to participate in dual enrollment.

\_\_\_\_\_  
Signature of Official

\_\_\_\_\_  
Date

**Accuplacer Score:**  
WritePlacer \_\_\_\_\_  
Elem. Algebra \_\_\_\_\_  
College Algebra \_\_\_\_\_  
Reading \_\_\_\_\_

**AP Score:**  
ENG \_\_\_\_\_  
Calc A/B \_\_\_\_\_  
Calc B/C \_\_\_\_\_

REV 3/03/18 jrm A.R.S. 15-901 requires students to be currently enrolled at a high school for a full-time instructional program in addition to the college course.

NOTE: High School Seniors who satisfy high school graduation requirements are exempt.

Only PHS liaisons will fill in this gray shaded area



# REGISTRATION FORM **TURN IN TO PHS**

The *back side* of the registration form must be filled out

*If*

The student applying for Dual Enrollment is **UNDER** the age of 18.

**MARICOPA COMMUNITY COLLEGES** | Parent/Guardian Responsibility and Consent for Students Under Age of 18

This form is for all students under the age of 18, except for foster youth (see information below signatures). Students under 18 years old must have consent from a parent/guardian to enroll at the Maricopa Community College in credit, clock hour, or non-credit courses. This form is proof of and fulfills the following requirements: student information release, registration by proxy, financial responsibility, and for text messaging/automated communication. **Consent is valid until rescinded by the parent/guardian, or the student fully matriculates, or until the student turns age of 18.** Legally required notifications with opt out provisions will still be sent.

Please complete this form in its entirety, so as not to delay enrollment.

**Student Information**  
Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_  
College: \_\_\_\_\_ Student ID: \_\_\_\_\_

**Parent/Guardian Information**  
Parent/Guardian Name: \_\_\_\_\_ Relation to Student: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_  
Social Security Number (Optional): \_\_\_\_\_ \*\*SS number will be kept confidential

**Student Information Release Authorization**  
The student agrees to the exchange of academic information between the participating institutions, including but not limited to college grade reports, transcripts, and any other pertinent documents. The student gives permission to release Maricopa Community College student information to their parents/guardians in accordance with Federal Law. This does not disturb the annual notifications with opt out provisions from occurring through standard notification practices.  YES  NO

**Registration by Proxy Authorization**  
Students under the age of 18 who are unable to register on their own may have a parent/guardian register for them "by proxy." However, in order to comply with federal laws dealing with the confidentiality of official student records (Family Education Rights and Privacy Act of 1974), a release must be granted to authorize Registration by Proxy. I consent to the parent/guardian named above to initiate enrollment actions on my behalf.  YES  NO

**Consent to Contact**  
I give permission to the Maricopa Community Colleges to contact my child via SMS text messaging and automated calls or other methods of communication for official business to the phone number(s) in my student's account.  YES  NO

**Financial Responsibility**  
As the parent/guardian of a minor student, I approve the enrollment in any Maricopa Community College course until the student turns 18 years old. I also acknowledge I have read the Maricopa County Community College District Tuition and Fees Policy and the Maricopa Refund Policy below.  
I understand that tuition and fees are added to a student account as a result of enrolling in classes. Once registered and enrolled, if not dropped by the 100% refund deadline, I am responsible for all tuition, fees, and fines charged to my child's student account. Failure to attend class does not absolve me of the financial obligation as described above. Failure to resolve past due balances may result in an impact of services, including holds on my child's student account restricting future registration, other services, and forwarding of any unpaid past due balances to collection agencies.  
I understand that I am responsible for all tuition, fees, and fines that may be incurred related to my under age 18 student's enrollment at the Maricopa Community Colleges. I understand an email outlining my financial responsibility will be sent annually.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Students who are under 18, and in foster care, may enroll for classes at MCCC schools without a guarantee of funding from a parent or guardian. In order to prove status in foster care, students must provide documentation that shows they are a current ward of the court. Accepted documentation includes, but is not limited to: a signed letter on DCS letterhead, initial dependency hearing documentation, a Notice to Provider, or a signed letter on group home letterhead. Upon receipt, the signature of a parent or guardian will be waived.

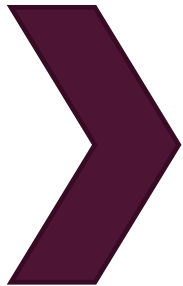
**Please note:** All students are enrolled in the ALERT notification system in order to receive Emergency Alerts concerning health and safety of people on campuses via text messaging. Please ensure your student provides a current cell phone number.

The Maricopa County Community College District (MCCCD) is an EO/AAE institution and an equal opportunity employer of protected veterans and individuals with disabilities. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, age, or national origin. A lack of English language skills will not be a barrier to admission and will not constitute a disability. For more information on our policies and procedures, please contact the District Office. The Maricopa County Community College District does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs or activities. For Title IX inquiries, call the following number to reach the appointed coordinator: (480) 211-4499. For additional information, visit us at a listing of all coordinators within the Maricopa College system, visit <http://www.maricopa.edu/about/discrimination>.

Final Under 18 Form 06/2018

# REGISTRATION FORM **TURN INTO PHS**

Unless  
You  
submitted  
proof of  
ID online



To finish this process, attach a copy of your Driver's License (front side only)

**Or**

A Birth Certificate and photo ID (current PHS student ID is acceptable).

**Attach ID to your registration form and  
hand in to your Dual Enrollment teacher**

# IMPORTANT DEADLINES

Reading Accuplacer will be held at Perry High School August **6<sup>th</sup> – 10<sup>th</sup>**.

All packets due to DE teachers by **Monday, August 27<sup>th</sup>**

CGCC will be on campus enrolling students (using their registration packets) on September **5<sup>th</sup> and 6<sup>th</sup>**

All payments to CGCC will need to be made of **September 17<sup>th</sup>**