

New Dual Enrollment Students, start with Step 1. Returning Dual Enrollment Students, skip to Step 2.

Registration Closes on September 13, 2020 for the Fall Semester and Year-Long Classes and on February 7, 2021 for Spring Classes

1. CREATE STUDENT ACCOUNT

RETURNING DUAL ENROLLMENT STUDENTS: If you have previously taken dual enrollment classes start at Step 2.

Go to admissions.maricopa.edu and under First Time Dual Enrollment Student click Apply Now. You will obtain your Maricopa Enterprise ID (MEID) and 8-digit College Student Number.

In **Next Steps** log in using your MEID and password.

- Submit identification if you didn't previously
 - Arizona Driver's License
 - Arizona Learner's Permit
 - Arizona State Identification Card
 - High school ID and Birth Certificate
- Fill in GPA and upload unofficial transcript
- Upload PSAT, SAT, ACT and AZMerit scores if applicable
- Complete Financial Responsibility and Consent Form.

You will then be prompted to choose Chandler-Gilbert Community College. Electronically sign form.

Wait 5-7 business days for an **email*** with instructions on how to add your classes. Please check class prerequisites on your Class List page at cgc.edu/dual. Click on Class List for your high school.

*Emails are sent to your Maricopa email: MEID@maricopa.edu

Continue on to **Step 2**.

TUITION

Payment is due at time of registration.

The cost is **\$85** per college credit plus a **\$15** registration fee per semester.

In state: 12 credits and above will be set at the flat rate of \$1020.00 (Fall 2020 and Spring 2021 only)

Out of state: up to 6 credits at \$85 per credit (Fall 2020 and Spring 2021 only)

2. RETURNING STUDENTS START HERE! DETERMINE PLACEMENT

To use high school GPA for placement, students must have:

- Completed at least two years of high school coursework (**for juniors and seniors**)
- Earned an unweighted, cumulative high school GPA of 2.6 or higher, based on a 4.0 scale.

High School Cumulative, unweighted GPA Juniors and Seniors	English course or placement test needed	Math course or placement test needed**
3.0 or above	ENG101	MAT 15X, MAT187
2.6 - 2.99		MAT 14X
Below 2.6	Take Writeplacer or EdReady	Take Accuplacer or EdReady

Students will need to take a placement test if:

- They are currently a high school freshman or sophomore
- Their high school GPA is below 2.6, based on a 4.0 scale
- They wish to place in a higher level Math* (contact your high school for availability of Accuplacer testing)

See back of sheet for testing instructions.

Returning students may need to upload additional documentation for placement (your high school transcripts, high school SAT, ACT, PSAT or AP transcripts) before registering for classes. Go to my.maricopa.edu/services/placement, scroll to **Online Option** to submit your forms.

MEID (User ID):

(You will use it to log onto all Maricopa student tools)

Student ID Number:

(For registration, testing and academic support)

Maricopa Helpdesk: 1.888.994.4433 (for technical assistance)

Website: cgc.edu/dual
Phone: 480.732.7006
Email: dualenrollment@cgc.edu

Pecos Campus - Coyote Center
Pecos & Gilbert Road | 480.732.7000



**CHANDLER-GILBERT
COMMUNITY COLLEGE**

A MARICOPA COMMUNITY COLLEGE

HOW TO TAKE EDREADY PLACEMENT TESTS

EdReady (used for Fall 2020 only) is taken by the student on their home computer. Students have the opportunity to continue taking the placement test until they get the score they need to qualify for a class. To take an EdReady test and to view the Navigation Guide, go to maricopa.edready.org/home.

EdReady English is used for ENG101.

EdReady Quantitative Reasoning, Alg and Stats Placement is for placement into MAT140, MAT141, or MAT142.

EdReady College Algebra Placement is for placement into MAT150, MAT151, MAT152 and MAT187.

EdReady College Reading is used to participate in the Dual Enrollment Program (if you have no other testing) and BIO181.

Accuplacer scores from the last 5 years will be accepted (for Fall 2020 only).

YOU MAY QUALIFY FOR TUITION ASSISTANCE

Tuition Assistance is not Financial Aid as high school students don't qualify for Federal Financial Aid. Maricopa Community Colleges has made grant money available to help pay for dual enrollment classes for those who qualify. Go to cgc.edu/dual and click on Tuition Assistance in the left navigation to read the application and see if your family qualifies.

Students who qualify for, and are awarded tuition assistance, are eligible to receive funds to pay for up to a maximum of 12 dual enrollment credits for the school year. If students are taking additional dual enrollment credits that aren't being covered by tuition assistance, it is the student's (if 18 or older) or family's responsibility to pay the remaining balance.

DID YOU KNOW...

- High school staff are not responsible for communicating class changes. You need to email the Dual Enrollment Department of any changes at dualenrollment@cgc.edu.
- You can forward your Maricopa email (your official email that you are responsible for) to a personal email account (google.maricopa.edu).
- You can check your class schedule, and payment

Payment Plans for fall 2020 only: If you are unable to make your scheduled payments, you can:

- Make a change to a payment date within the current month of your existing schedule, except for your final payment.
- Modify your current payment schedule online or contact Student Business Services (SBS@cgc.edu or 480-732-7312) or Nelnet Campus Commerce at 1-800-609-8056 for assistance.
- Terminate your existing plan to stop the automatic withdrawals. Prior to terminating your existing plan, please contact Student Business Services to discuss options and avoid unnecessary fees.

Payment in full, or signing up for the Payment Plan, is due upon registration. Students will be dropped daily for non-payment. If a student is dropped for non-payment they can re-enroll until September 13, 2020 or Fall and Year-Long classes and until February 7, 2021 for Spring classes.

SPRING 2021 REGISTRATION OPENS MONDAY, OCTOBER 12, 2020.