

LAWSON STATE

COMMUNITY COLLEGE

DUAL ENROLLMENT CHECKLIST

Who are eligible students? Students must be in the **10th, 11th, or 12th** grades. Once a student graduates' high school, he or she is no longer eligible for the Dual Enrollment program. Rising freshman are NOT eligible for Dual Enrollment. Students must be enrolled as sophomores in high school to begin eligibility for this program.

What GPA is required for Dual Enrollment? Students must have a minimum cumulative (unweighted) grade point average (GPA) of 2.5 on a 4.0 scale.

What paperwork is required of the student by the college to enroll in Dual Enrollment courses?

1. [Application for Admission](#) to college
2. Photo ID (Alabama driver license or state-issued identification card). If you do not have a state issued ID, submit a copy of your birth certificate along with a copy of your Student Profile Sheet. See your high school counselor or main high office for your Profile Sheet.
3. High school transcript documenting the required grade level and grade point average
4. [Statement of Eligibility for Dual Enrollment for Dual Credit Students form](#) (with required signature of principal or CTE representative and counselor)

ENROLLMENT RESTRICTIONS: Only students pursuing Career & Technical Education Programs of Study are eligible for the free tuition funds (while funds last). Please view the list of Approved programs.

Grant funds DO NOT cover General Education courses except select math, English and limited biology courses. Students must first complete any pre-requisite courses, where applicable. For example, you cannot enroll in MTH112 if you have not successfully passed MTH100, etc.

- Must have a 19 ACT score on the math section of the ACT to enroll in MTH100 courses or above.
- Must have a 18 ACT score on the English section of the ACT to enroll in ENG101 courses or above.

Students must be 17.5 years of age (at the time of registration) to register for the Nursing Assistant Program of the EMT /EMS--Emergency Medical Technician Programs.

CONFIRM YOUR ADMISSIONS STATUS: (admissions@lawsonstate.edu)

- Login to [MyLawson](#) and check your admission file to ensure all required items are received and that all admissions requirements are satisfied.
- Click on "Student" tab and the select "Admissions".

REVIEW CLASS SCHEDULE

- [Lawson State Dynamic Schedule](#)
- [Understanding Course Delivery Types](#)

BUILD YOUR CLASS SCHEDULE

- [How To Register Video](#)

PAY YOUR TUITION (Check with your Dual Enrollment Coordination and High School Counselor to determine what resources may be covered)

1. Login to [MyLawson](#)
2. Click "Student" Button
3. Click "Student Account"
4. Click "Account Summary By Term"
5. View Balance
6. Click "Pay Now" button & complete payment procedures
7. **Cash Paying Students:** After you register for your classes, login
 - a. your [MyLawson](#) account and select "Student Accounts" and pay your tuition using TouchNet. For Assistance (businessoffice@lawsonstate.edu)

Students who fail to meet this minimum grade requirement ("C" or better) or who withdraw from a course will be suspended from the program for a minimum of one term. The one term suspension may not be served during the Summer term. For re-entry, the student must reapply to the program.

NEW STUDENT ORIENTATION: All newly admitted Dual Enrollment Student are strongly encouraged to attend a Dual Enrollment Orientation session. Dates, times and registration information will be sent our prior to each semester

BOOKS & COURSE MATERIALS: Student are required to pay for their books unless you fall under the Career & Technical Education Program waiver or if your school district is paying. Visit www.lawsonstatebookstore.com for more information or email lawsonstatebirmingham@bkstr.com

Get Your ID & Parking Decal: ID's & Parking Passes (Birmingham Campus): You will need an ID and a parking pass (if you intend to park on the campus of Lawson State). Secure your Cougar Student ID's and parking decal in the Business Office on either campus prior to the start of class

**For Questions & Assistance with the Dual Enrollment process Please Contact our
Lawson State Dual Enrollment Coordinator or the Office of Admissions & Enrollment
Services Today!**

**Lawson State Community College
Office of Admissions & Enrollment Management
admissions@lawsonstate.edu
Text Us at 205-707-6422
Bessemer Campus 205-929-3418
Birmingham Campus 205-929-6309**



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