

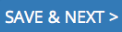


New Dual Enrollment students start with Step 1. Continuing Dual Enrollment Students, skip to Step 2.

1. GET ADMITTED

Create MEID (User ID) Account and Apply for Admission

Log onto admissions.maricopa.edu and click START NEW APPLICATION. Follow the instructions. At the "Welcome to the Student Admissions Application" click GET STARTED, and follow instructions.

Please note: In order to complete your student admission application, you must click on  after each page.

You will be prompted to submit ID. Acceptable forms of identification:

- State-issued driver's license, identification card, instruction permit
- U.S. Passport or passport card
- High school ID **and** birth certificate (a hospital record/certificate and certified Abstract of Birth are **not** acceptable)

Please take note of your login (MEID), student ID number and password for future use.

MEID (User ID):
(Used for logging into Maricopa Student Tools)

Student ID Number:
(For registration, testing and academic support)

Maricopa Email:
(Activate your email at google.maricopa.edu. You are responsible for all communication in your Maricopa email. Please check often and keep your password in a secure place.)

Maricopa Helpdesk: 1.888.994.4433 (for technical assistance)

2. TAKE THE PLACEMENT TEST

Math and English Composition courses require a college placement test. Other courses may require a reading placement test.

A college student ID number and picture ID is required for testing. Testing is offered at your high school, contact your high school. To prepare and study, review sample questions at accuplacer.collegeboard.org

3. SUBMIT REGISTRATION FORM

4. SUBMIT FINANCIAL RESPONSIBILITY and CONSENT FOR STUDENTS UNDER THE AGE OF 18 FORM

If you are under 18 years of age, you and a parent/guardian must complete and sign the form.

5. PAY TUITION AND FEES

DID YOU KNOW...

- You can forward your Maricopa email to a personal email account (google.maricopa.edu)
- You can check your Message Center, class schedule, and payment information at my.maricopa.edu



Dual Enrollment Frequently Asked Questions

What is dual enrollment?

It's an opportunity for eligible high school students to earn lower-division college credit during their regular high school classes. The credits are treated the same as regular college credit, and are transferable to other Maricopa Community Colleges, Arizona's state universities, and many out-of-state colleges.

What are the benefits of dual enrollment?

Since you're already in the class, why not get college credit for it? You can also save money through community college tuition rates and having your textbooks provided by your high school.

Who is eligible to enroll?

Dual enrollment students must be attending a participating high school and meet the general eligibility requirement of: proficiency on the AZMerit of PSAT 93 (2014 and earlier), PSAT 720 (2015 and future), SAT930, ACT22 or completion of the Reading Accuplacer test. English and math classes require a qualifying Accuplacer placement test score.

What if I don't pass the placement test?

You can take the placement test again 24 hours after the original test. A third test is allowed no sooner than three months from the oldest test date.

How much does dual enrollment cost?

The in-state, in-county tuition rate is \$86 (in-state) per credit hour. There is an additional \$15 registration fee per semester for each college you do dual enrollment through. (Tuition is subject to change). See your high school dual enrollment schedule for the exact cost of the dual enrollment class(es).

What if I don't want to do dual enrollment after signing up, or I change my schedule?

It is the student's responsibility to drop the class through one of the following methods:

1. Email the Dual Enrollment office at dualenrollment@estrellamountain.edu with your name, college ID number, high school, and the class you want to add, drop, or change.
2. Come in person to the Dual Enrollment office located in the Outreach Center

Only classes dropped before the semester payment deadline will remove tuition fees or initiate a refund for tuition already paid. Dropping a class after the semester payment deadline will result in a grade of W on your transcript, and you will still be responsible for paying tuition, or be ineligible for a refund if you've already paid tuition.

What happens if I don't pay tuition?

Failure to set up an official payment plan or pay tuition in full by the semester deadline will result in students being automatically dropped, without notification from class(es).

Is there tuition assistance or scholarships for Dual Enrollment Students?

The MARICOPA Grant program is offered to eligible Arizona high school students attending Maricopa Community Colleges in Dual Enrollment Programs. Student recipients must demonstrate "financial need" by completing the Maricopa Grant Application for Dual Enrollment Students and providing documentation of household income using the most recent year's signed income tax return or copy of Tax Return Transcript from the parent or guardians. Financial need will be indicated if household income falls below 200% of the U.S. Department of Health and Human Services Poverty Guidelines.

To download the application please visit:

www.estrellamountain.edu/students/dual-enrollment

Why should I activate my Maricopa email?

Students are responsible for communication sent to your Maricopa email. You may forward your Maricopa email to an email account you frequently check.

What's the difference between my MEID and my college ID number?

Think of your MEID (User ID) as your username to access online services with the college. You will use this to log into my.maricopa.edu and access your student email. Your college ID number is used to identify your unique student account when corresponding with college staff and signing into in person campus services.

I forgot my MEID (User ID) and college ID number. How do I find them?

For your MEID: go to my.maricopa.edu click the Student Center icon, then click the: forgot your MEID link.

For your college ID number: go to my.maricopa.edu, click the Student Center icon, then log in with your MEID (User ID) and Password. Scroll down to the Personal Information section, and click "Demographic Data". The first time listed next to ID is your College ID number



Check the box in front of the college or skill center to identify where you plan to attend.

- Chandler-Gilbert Estrella Mountain Gateway Glendale Mesa Paradise Valley Phoenix Rio Salado Scottsdale South Mountain Estrella Mountain - Southwest Skill Center Gateway - Central City/Deer Valley

APPLICANT INFORMATION

Student ID# Term of Enrollment: Fall Spring Summer Year

Legal Name First Middle Last

Date of Birth Legal Sex Gender Identity Female Male Other Man Woman Trans male/trans man Trans female/trans woman Genderqueer/Gender non-conforming Other Identity

SSN# Your Social Security Number (SSN#) will not be used as your primary student identification number and will be kept confidential.

CONTACT INFORMATION

Address Apt#

City State Zip

Telephone Number Home Cellular

By checking this box, I give permission to the Maricopa Community Colleges to send SMS text messages and automated calls or other methods of communication by submitting this form.

Email Address Home Other

VERIFICATION OF LAWFUL PRESENCE FOR RESIDENCY/TUITION CLASSIFICATION*

* These questions are asked for the purpose of determining tuition. Pursuant to A.R.S. §§1-502, 15-1802, 15-1802.01, 15-1803, a person who is not lawfully present in the United States is not entitled to classification as an in-state/in-county student.

- US Citizen Permanent Resident: Alien Registration# Refugee or Asylee: Alien Registration# Foreign Non-immigrant with Visa: Country of Citizenship Specify Visa type Alien Registration/I-94 Number Lawful Presence Otherwise Documented: Specify document(s) AZ Department of Motor Vehicle License or AZ Photo ID Number: Does not Apply: I am not requesting in-state tuition (skip this section)

DEMOGRAPHIC INFORMATION

RACE/ETHNICITY*

Table with 4 columns: Question, Primary Y/N, Percentage, Ethnic Group/Tribe. Rows include: Are you Hispanic/Latino?, American Indian/Alaska Native, Asian, Black or African American, Native Hawaiian or other Pacific Islander, White.

** Voluntary information used to comply with Federal Reporting and has no effect on admission to the college. This information will not be used for any discriminatory purpose.

Information Release - FERPA

Do you give permission for the college to release directory information relative to your enrollment (as per the Family Education Rights and Privacy Act of 1974)? Yes No

PREVIOUS EDUCATION

Previous College *(check highest level completed)*

Associate Degree Bachelor Degree Master Degree No College or University Some College while enrolled in HS Some College no degree

High School Status *(check one box)*

High School Diploma High School Name _____ State _____ Completion Date _____

GED Certificate Completion Date _____ State _____

Currently Enrolled High School Name _____ State _____ Expected Completion Date _____

Home Taught _____ Expected Completion Date _____

No diploma or GED and under age 18 **No diploma or GED and over age 18**

FIRST GENERATION COLLEGE STUDENT

Have either of your parents completed a Bachelor's Degree? **Yes** **No**

LANGUAGE BACKGROUND

What was your first language? _____ What is your current primary language? _____

MILITARY

Are you a member of the US Armed Forces, a former member of the US Armed Forces, or a dependent of a member of the US Armed Forces?

If yes, select all that apply:

I am a current member of the US Armed Forces

Yes **No**

I am a dependent of a member of the US Armed Forces

Yes **No**

I am a former member of the US Armed Forces

Yes **No**

VEHICLE EMISSIONS AGREEMENT

In accordance with Arizona Statutes 15-1444 and 15-1449, I hereby certify that my vehicle as required by Arizona Revised Statute 49-542 has passed a vehicle emission test. I also understand that false certification of this affidavit constitutes a class 2 misdemeanor in Arizona.

If I fail to comply with the above, I understand that I am prohibited from parking on college property and my vehicle is subjected to removal at my expense.

I acknowledge the above statement **I do not park on campus**

RESIDENCY

Final residency decisions for tuition purposes will be made in accordance with A.R.S. 15-1801 and regulations of the Maricopa Community College Governing Board.

Will you reside in Arizona at the time of attendance? **Yes** **No** If no, what state? _____

What date did your present stay in Arizona begin? Month _____ Day _____ Year _____

In what Arizona county do you reside? _____

If Maricopa, what date did you move to this county? Month _____ Day _____ Year _____

What Arizona county did you reside in prior to moving to Maricopa County? _____

Are you seeking admission under special Admissions Programs (Western Undergraduate Exchange or Rio Military)? **Yes** **No**

If yes, in which state do you currently reside? _____

EDUCATIONAL PLAN

Select a primary reason for attending this college:

Current high school student taking courses (dual or concurrent enrollment)

Personal interest

Current university student taking courses to meet university requirements

Take courses for job skills

Earn a degree/certificate for transfer to another college or university

(do not intend to earn a degree/certificate)

Earn a degree/certificate to enter or advance in the job market

Take courses to transfer

(do not intend to earn a degree/certificate)

ACADEMIC PLAN

What academic plan do you intend to earn from this college?

Degree Name: _____ Code: _____ **Certificate** Name: _____ Code: _____

REQUIREMENTS AND DISCLOSURES

I acknowledge that I have read the Maricopa Tuition and Fees Policy and the Maricopa Refund Policy. I understand that I am responsible for all tuition and fees related to my enrollment in the Maricopa Community Colleges.

If you are a student under the age of 18, additional permission will be required by a parent or guardian to enroll in courses, and accept responsibility for tuition and fees. Prior to enrollment in classes, please contact the Admissions, Records and Registration office at the institution you are interested in attending to provide the necessary consent.

I swear under penalty of perjury that the document(s) I will submit to determine lawful presence in the United States are true and the information I provide on the form is true and complete.

I certify that the answers on this application are true, correct, and complete.

Signature of Student _____

Date _____

ALL OF THE INFORMATION ON THIS FORM IS CONFIDENTIAL AND IN COMPLIANCE WITH THE FAMILY EDUCATION RIGHTS AND PRIVACY ACT OF 1974. THE ACT'S PROVISIONS ARE EXPLAINED IN THE GENERAL CATALOG.

For crime statistics reported under the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, please visit www.maricopa.edu/safety. Policies can be found online through www.maricopa.edu or you may request a copy from Admissions and Records.



Financial Responsibility and Consent for Students Under the Age of 18

All students under the age of 18 must have consent from a parent/guardian prior to enrollment at a Maricopa Community college in credit, clock, or non credit courses as proof of financial responsibility and for text messaging and automated communication.

Please be advised: Consent is valid until rescinded by the parent/legal guardian or until the student turns 18 years of age.

Students will be required to comply with additional requirements for admission if they have not yet graduated high school or are participating in early college programs (Dual Enrollment, ACE, Hoop of Learning).

Parent/Guardian: please review and provide all required information.

Student Information

Last Name: _____ First Name: _____ Middle Name: _____

College: _____ Student ID: _____

Parent/Guardian Information

Financial Responsibility:

As the parent/guardian of a minor student, I acknowledge that I have read the *Maricopa Tuition and Fees Policy* and the *Maricopa Refund Policy*.

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 student's 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 impact on services, including holds on my student's account restricting future registration and other services; and forwarding of any unpaid past due balances to collection agencies.

Parent/Guardian Name: _____ Relation to Student: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Email Address: _____

Phone Number: _____ Social Security Number (Optional): _____

**Social security number will be kept confidential*

I understand that I am responsible for all tuition, fees, and fines that may be incurred related to my minor student's enrollment in the Maricopa Community Colleges. YES NO

Consent to Text/Call:

I give permission to the Maricopa Community Colleges to contact my student via SMS text messaging and automated calls or other methods of communication for official business to the phone number(s) on file in the student's account.

I consent I do not consent

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/sites via text message. Please ensure your student provides their current cell phone number.

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____



Dual Enrollment

ESTRELLA MOUNTAIN
COMMUNITY COLLEGE

Peoria Unified High School District

MET Professional Academy

Registration Form

Spring 2018

Registration Date

February 7, 2018

Location

MET Professional Academy

Required Documentation

- Completed Student Admission Application- **Form must be signed**
- Dual Enrollment Registration Form- **Form must be signed by student and parent/guardian**
- Financial Responsibility and Consent for Students Under the Age of 18 Form- Form must be signed by student and parent/guardian.*
- Bring original and a photo copy of ONE** residency document (Driver's License/ State ID, Birth Certificate, United States Passport, Arizona Drivers Permit, Temporary Driver's License/Arizona State ID etc.)
- Bring original and a photo copy** of a photo identification, to meet Identity Authentication requirements. *High school ID acceptable for Dual Enrollment high school students ONLY.*
- Bring a copy of unofficial high school transcript

Residency Documents NOT Accepted

- Military ID
- Abstract Birth Certificate

Payment Options/Due Date

- Students will pay \$73.00 per credit, plus a \$15 registration fee per semester. Check - Payable to Estrella Mountain Community College
- Credit/Debit Card (Online with a credit card at My.Maricopa.edu)
- Payment plans available for students paying tuition to EMCC. To prevent classes from being dropped, 1st Payment is due February 16, 2018. Please visit website below to start your payment plan.
www.estrellamountain.edu/students/student-payment
- Cash will **NOT** be accepted

Dual Enrollment Course List

Course Prefix	Class No.	Credits	High Shool Class Name	Start Time	End Time	Instructor
CIS 126DL	37229	3	Linux Operating System	7:00AM	10:20AM	Justin Davis
CIS 126DL	37230	3	Linux Operating System	11:20AM	2:20PM	Justin Davis
MST 150SV	37231	3	MST 150SV	7:00AM	10:20AM	Justin Davis
MST 150SV	37232	3	MST 150SV	11:20AM	2:20PM	Justin Davis



Term: _____

Date: _____

Initials: _____

Check the box in front of the college to identify where you plan to receive credit.

- Chandler-Gilbert Estrella Mountain GateWay Glendale Mesa
 Paradise Valley Phoenix Rio Salado Scottsdale South Mountain

PLEASE PRINT

Legal Name: _____ **Date of Birth (MM/DD/YYYY):** _____
Last First Middle **HS Grade Level:** Fresh. Soph. Jr. Sr.

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

Term <small>(example: Fall, Spring)</small>	Year <small>(example: 2012)</small>	Course Prefix <small>(example: ENG 101)</small>	Class Number <small>(example: 12345)</small>	Instructor	Credits <small>(example: 3)</small>	College Cost	Additional College Cost	Student Cost
In-state tuition* is \$86 per credit hour, plus a \$15 registration fee. In some cases, your high school or other party may subsidize the rate per credit hour.					Registration Fee			
					Total Amount Due			

*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 student 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
(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 agree to pay for tuition and fees. 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 will result in the above-named student being automatically dropped from class(es) without notification. 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 Printed Name

Parent/Guardian Signature

Parent/Guardian Email

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

Date

THIS BOX TO BE FILLED IN BY HIGH SCHOOL OR COLLEGE OFFICIAL

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

Check all that apply:

- PSAT ≥ 93 SAT ≥ 930 ACT ≥ 22 AzMERIT ≥ Proficient ELA MATH

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

Signature of Official

- High School Official MCCC Official

Date

Accuplacer Score:

WritePlacer _____
Elem. Algebra _____
College Algebra _____
Reading _____

AP Score:

ENG _____
Calc A/B _____
Calc B/C _____