Dual /Joint Enrollment Application Checklist

Student Name: ___________________  SSN: ________________

HIGH SCHOOL ___________________________________________

COUNSELOR ________________________________________ Phone: _______________________

Listed below is the required admissions material for students to participate in the Dual/Joint Enrollment Program.

All of the admissions material is required for new students. The “Student and Parent Information” and the “Dual/Joint Enrollment Overview” are to be given to the parents for future reference.

Returning students (those taking classes throughout the same school year), must include this checklist, and the Registration Course Schedule for each additional semester attended of the same school year.*

Each student must log on to www.GAcollege411.org, complete “My Profile,” and apply for HOPE Grant or ACCEL. Include a copy of the response from GSFAPPS with this application package. This has to be completed only once each year. The ACCEL course recommendations must be completed by high school counselor for each term of enrollment.

Please use this checklist to indicate the items provided and include this checklist as a cover when submitting the Application Package to Savannah Technical College.

Please check one:

New Student

Returning Student

Please check one:

HOPE (Certificate or Diploma)

ACCEL (General Core Classes)

Admissions Material Attached:

Application to Savannah Technical College

Student and Parent Signature Page

ASSET/COMPASS Scores (attached)

Copy of GSFAPPS Response /ACCEL Verification

Copy of Social Security Card, Ga. Driver’s License, Ga. ID, or Birth Certificate (no copy)

ACCEL Application: Completed online. **Course approvals must be completed for each semester of registration. (if applicable)

Home school parents must review GA College 411 for instructions

Registration Course Schedule (if applicable)

*A new and complete Application Package is required for each school year the student is in high school.

**The ACCEL Application: Part II is required for each semester. It designates which classes the student is permitted to take for the designated term.

High School Coordinator
Christopher B. Williams
Revised 02/14
APPLICATION FOR DUAL/JOINT ENROLLMENT
Savannah Technical College
5717 White Bluff Road
Savannah, GA 31405

- Complete and submit an application for admission.
- Schedule and take the placement test or submit acceptable test scores.
- The $20.00 application fee is waived for Dual/Joint Enrollment.
- Apply for Financial Aid through GAcollege411.

SOCIAL SECURITY NUMBER: ________________________

NAME: LAST ___________________ FIRST ___________________ MIDDLE INITIAL _______

OTHER NAMES ON EDUCATIONAL RECORDS:

________________________________________________________

ADDRESS: ____________________________________________ APARTMENT NUMBER: _____________

CITY: __________________________ STATE: _____ ZIP: ___________ COUNTY: ______________________

HOME PHONE: ____________________ OTHER PHONE: __________________ EMAIL: ______________________

PERSON TO CONTACT IN CASE OF EMERGENCY:

NAME: ___________________________ TELEPHONE NUMBER: ___________________________

The following information is for statistical purposes only and will not be used in determining admissions

GENDER: □ MALE  □ FEMALE  DATE OF BIRTH: (MM/DD/YYYY) __________________________

ETHNIC ORIGIN:  □ HISPANIC / LATINO  □ YES  □ NO

SELECT THE RACIAL GROUPS THAT APPLY TO YOU:

□ AMERICAN INDIAN OR ALASKAN NATIVE  □ ASIAN  □ BLACK OR AFRICAN AMERICAN

□ NATIVE HAWAIIAN OR PACIFIC ISLANDER  □ WHITE

ARE YOU A U.S. CITIZEN? (CHECK ONE)  □ NO  □ YES  ARE YOU A PERMANENT RESIDENT?  □ NO  □ YES

ARE YOU A GEORGIA RESIDENT?  □ NO  □ YES  IF YES, HOW LONG? _______ YEAR(S) _______ MONTH(S)

ARE YOU A DEPENDENT OF AN ACTIVE DUTY MILITARY STATIONED IN GEORGIA?  □ NO  □ YES, WHAT BRANCH? _____________

ARE YOU A DEPENDENT OF A VETERAN OF THE ARMED FORCES?  □ NO  □ YES  WHAT BRANCH? _____________

DID YOUR FATHER COMPLETE COLLEGE?  □ NO  □ YES  □ UNKOWN

DID YOUR MOTHER COMPLETE COLLEGE?  □ NO  □ YES  □ UNKOWN

SELECTED PROGRAM OF STUDY:

________________________________________________________

HAVE YOU ATTENDED SAVANNAH TECHNICAL COLLEGE BEFORE?  □ NO  □ YES

SELECTED LEVEL OF STUDY:  □ ASSOCIATE DEGREE (ACCEL)  □ DIPLOMA  □ CERTIFICATE

SEMESTER YOU PLAN TO ENTER:  □ FALL  □ SPRING  YEAR: ______________________

□ DUAL ENROLLMENT  □ JOINT ENROLLMENT  □ ACCEL(DEGREE COURSES)

CIRCLE HIGHEST LEVEL OF EDUCATION COMPLETED:  8   9   10   11

NAME OF HIGH SCHOOL: ___________________________________ CITY: _______________ STATE: ______

DATE YOU EXPECT TO GRADUATE:  MO _______ DAY _______ YR _____________

HAVE YOU PARTICIPATED IN DUAL ENROLLMENT AT ANOTHER COLLEGE OTHER THAN STC?  □ NO  □ YES

IF YES, NAME AND LOCATION: _________________________________________________

I certify that the information I have given is correct to the best of my knowledge. I understand that failure to provide information may invalidate my application for admission. I also understand that if I do not participate in the High School Dual/Joint Enrollment Program, my application information will be retained only for this current school year and will then be destroyed. Upon acceptance, I agree to abide by the rules, regulations and guidelines set forth in the Savannah Technical College Catalog.

I authorize Savannah Technical College to provide my high school with a copy of my grades for each Semester attended and permission to discuss my performance with my high school counselor and /or parents.

Signature of Applicant: ___________________________ Date Signed: _____________

Revised 02/14
Savannah Technical College
Dual/Joint Enrollment

Student and Parent Agreement

Student’s Name: ______________________________________ SSN:_______________________________

High School: ____________________________________________________________________________

Please do the following: Initial each item (Student), Sign agreement (Student & Parent) and return application to high school counselor for signature.

_____ I have read the “Student and Parent Agreement”

_____ I authorize Savannah Technical College to forward information, including midterm grades and finals grades to my home for each semester and to discuss the results and my progress with my home school and/or parents.

I, ______________________________________________________ have read and understand the information, and agree to abide by the guidelines as long as I am participating in the Dual/Joint Enrollment Program.

_____________________________          ________________
Parent/Guardian (Signature)                   Date                     Student (Signature)          Date

Counselor:______________________________________________ Phone: _________________________

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Please read each item carefully, sign the attached agreement, and return it to the high school counselor with your application.

- Students from Public High School, Private High Schools, and Home Schools may take postsecondary courses for both high school and postsecondary credit via Dual Enrollment. These students will earn high school and college credit while they are still in high school.
- Students from Public High School, Private High Schools, and Home Schools may take postsecondary courses not directly related to the completion of the high school graduation requirements via the Joint Enrollment Program. No high school credit will be earned for these courses.
- A Dual/Joint Enrollment student must meet eligibility requirements set by Georgia Student Finance Commission, the state agency administering HOPE.
- A Dual/Joint Enrollment student should enroll in postsecondary courses designated by the high school counselor (or CTAE Director/Supervisor) and Savannah Technical College representative.
- Courses failed or dropped by a dual enrolled student at Savannah Technical College may prohibit high school graduation.
- Participation in Dual/Joint Enrollment does not exempt the student from the Georgia High School Gradation Test.
- The Dual/Joint Enrollment provides funds for courses taken during the Fall, and Spring Semesters at Savannah Technical College.
- Dual/Joint Enrollment HOPE students are eligible for the HOPE Grant only. They are eligible for no other financial aid from the State of Georgia for Diploma and Technical Certificate of Credit programs. ACCEL Programs funds may be used for degree level courses only.
- Some fees and/or excess book charges at Savannah Technical College may have to be paid by the student.
- If the student’s application for HOPE funds is delayed or not approved, the student is still responsible for payment of all tuition and fees for course taken.
- All forms of academic dishonesty including but not limited to cheating on tests, plagiarism, collusion, and falsification of information will call for discipline.
- Students are dropped from the class roll when their absences exceed 15% of the total contact hours. If a student is late to class three times, the instructor will count it as one absence.
- There will be a cap on the number of hours students can receive HOPE Grant payments. Students may receive HOPE payment for a total of 63 semester hours.
GSFAPPS Instructions

All high school students who are applying for the HOPE Grant or ACCEL must go to the GAcollege411 website to apply. Paper application for HOPE is not accepted.

The website address is: http://www.gacollege411.org

FIRST YOU MUST CREATE A GAcollege411 Account.
- Click on the “Create an Account” (Far right top of screen)
- Step 1: WHO ARE YOU – Select High School Student
- Step 2: Enter your date of birth and find your high school name Student
- Step 3: SET UP YOUR ACCOUNT INFORMATION:
  (A) Enter your First name, Last name, Year of high school graduation, email address
  (Note: if you do not have an email address, one will be assigned to you-just click the box provided).
  (B) Set up your Account name and password-use something appropriate and that you can remember. Don’t forget that college officials will also see your user name.
  (C) Enter a password hint question and answer.
  (D) Complete the Permanent address section and Other Profile Information section PLEASE DO NOT FORGET TO ENTER YOUR SOCIAL SECURITY NUMBER CORRECTLY!
  (E) Agree to the privacy policy & terms of the use and click “CREATE YOUR ACCOUNT”

COMPLETE A GSFAPPS APPLICATION:
- Click on “Financial Aid Planning”
- Scroll down the page until you see “Financial Aid Applications” Start Applying
- Next click on “Start GSFAPPS”
- Click on “Apply Online Now”
- Click Submit New Application
- Next you will need to apply for the following 3 programs:
  Georgia Tuition Equalization Grant, HOPE Scholarship Program, and HOPE Grant Program
- You must click on each program individually & a small window will pop-up. Read the requirements then click “Apply for this Program” …you will repeat this for each program
- Once all 3 programs have been chosen, click “SELECT”

STUDENT DEMOGRAPHIC INFORMATION: (Most of this information is pre-filled.)
- You must enter all fields with the red
- You must answer the question “Which Parent claimed you on his/her tax return?” so that you can enter your parental information
- Once you have entered all demographic & parental information, you will click on up to 6 colleges to which you plan to apply

REVIEW SUMMARY INFORMATION
- You will need to look over the information in the “Review Summary Screen”
- If, upon review, you determine that some information displayed on the Review Screen in NOT accurate, make the necessary corrections directly on this screen.
- Read certification carefully and click: I accept above statement…. 
- Next you will be required to enter your username & password, and SUBMIT
- Print a copy of this HOPE application and a copy of your Social Security Card when you submit your application for Dual or Joint Enrollment to Savannah Technical College

FORGET YOUR PASSWORD FOR GACOLLEGE411?
If you forget your password, call the Technical Support line at 1-800-468-6927

Christopher B. Williams
Coordinator of High School Initiatives
Phone: 912-443-5347 Fax: 912-303-1710
E-mail: cwilliams@savannahtech.edu

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ACCEL INSTRUCTIONS
Go to www.gacollege411.org.

Note: These instructions are for students taking ACCEL/Degree Level courses only.

STEP 1 - Student
• Be logged into GAcolleage411.org
  o If you do not have an account on GAcolleage411.org, you must Create an Account
  o Last Name, Social Security Number and Date of Birth must be included in your GAcolleage411 profile to access the application. You must also have elected to share your personal information by selecting that profile setting.
• Once your profile is complete, click Financial Aid Planning Tab
• Click Scholarships (located in the green area)
• Scroll to the bottom and under “Grants”, click Accel Program
• Click Online Accel Program Application
• Click Log-on to complete the ACCEL Application Form (Last Name, Social Security Number and Date of Birth must be included in your GAcolleage411 profile to access the application. You must also have elected to share your personal information by selecting that profile setting.)
• Click Submit - Step 1 is complete!! Your information will be processed for your counselor to complete their portion.

STEP 2 - Counselor
• Once you have completed your portion of the application, tell your counselor, so they can complete their portion of the application.
• Inform the counselor to email the High School Coordinator (cwilliams@savannahtech.edu) so he can inform the financial department of the transaction.

Step 3 – Technical College
• Once the counselor has submitted their portion of the online application, it will be sent to the financial aid department for processing.

FORGOT YOUR PASSWORD IN GACOLLEGE411?
If you forget your password, call the Technical Support line at 1-800-468-6927.

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