

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

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

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 [SAVE & NEXT >](#) after each page.

Once you have completed the Student Admission Application you will be prompted to submit ID paperwork. Choose SUBMIT AS E-FORM OR IN PERSON. Click OK on the pop up to skip ID verification. You will be submitting ID documentation with your registration form. Once you have completed the application process you will be asked to choose a new password (you can use your current password). Once you have created your log in (MEID) save your MEID, Student ID number and password for future use.

If unable to upload, supply **color** copies of:

- State-issued driver's license, identification card, instruction permit **OR**
- U.S. Passport or passport card **OR**
- 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 cgc.edu/testing.

3. SUBMIT REGISTRATION AND 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 on the back of the registration form.

4. PAY TUITION AND FEES

The cost is \$85 (in-state) per credit plus a \$15 registration fee per semester. Payment options:

- Online at my.maricopa.edu*
- In person at the Pecos or Williams Campus
- By phone at 480.732.7312. College Student ID number required.

***Payment plans must be renewed each semester and include a \$20 sign up fee each semester.**

Payment must be received by Sept.17, 2018* for fall classes and Feb. 11, 2019* for spring classes or students will be automatically dropped without notice. **No refunds will be issued after these dates.**

DID YOU KNOW...

- High school staff are not responsible for communicating class changes
- 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 Message Center, class schedule, and payment information at my.maricopa.edu

Web site: cgc.edu/dual
Phone: 480.732.7006
Email: dualenrollment@cgc.edu

Pecos Campus - Pecos & Gilbert Road | 480.732.7000
Williams Campus - Power Road & 202 | 480.988.8000



CHANDLER-GILBERT
COMMUNITY COLLEGE

A MARICOPA COMMUNITY COLLEGE



Term: _____

Date: _____

Initials: _____

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

- Chander-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: Last First Middle Date of Birth (MM/DD/YYYY): 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 SEMESTR

Deferred

SPRING SEMESTER

Deferred

Table with columns: SUBJECT & COURSE, CLASS #, CLASS HOUR, INSTRUCTOR, CREDITS for both Fall and Spring semesters.

Total Semester Credits x Credit Hour Rate of \$85 + \$15 Registration Fee Amount Due \$

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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.

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.

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

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

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.

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

Parent/Guardian Print Name

Parent/Guardian Signature

Parent/Guardian Email

Cell Phone Number

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 ACT >= 22 AzMERIT ELA Proficient

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

Accuplacer Score:

WritePlacer Elem. Algebra College Algebra Reading

AP Score:

ENG Calc A/B Calc B/C

Signature of Official

Date



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 students 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 MCCCDC 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 campus/sites via text messaging. Please ensure your student provides a current cell phone number.

The Maricopa County Community College District (MCCCDC) is an EEO/AA 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 participation in the career and technical education programs of the District. 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/504 concerns, call the following number to reach the appointed coordinator: (480) 731-8499. For additional information, as well as a listing of all coordinators within the Maricopa College system, visit <http://www.maricopa.edu/non-discrimination>.



**CHANDLER-GILBERT
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Dual Enrollment: Your Pathway to College

Wednesday, October 24, 2018

6:30-8 p.m. (check in at 6 p.m.)

Chandler-Gilbert Community College - **Pecos Campus**

2626 E. Pecos Rd., Chandler
(Gilbert and Pecos Roads)

OR

Tuesday, October 30, 2018

6:30-8 p.m. (check in at 6 p.m.)

Chandler-Gilbert Community College - **Williams Campus**

7360 E. Tahoe Ave., Mesa
(next to PhxMesa Gateway Airport)

RSVP by Thursday, October 18, 2018
cgc.edu/depathwaynight

6:30 p.m. Welcome

6:45 p.m. ASU Mapping

See how ASU's Pathway Tracker can help you stay on track and complete a Bachelor's degree.

7:15 p.m. You're a CGCC Student

If you're in Dual Enrollment you are a college student. We'll explain all the services you can access.

7:30 p.m. AGEC (Arizona General Education Curriculum) and What That Means

Learn how to track your dual enrollment progress and take the courses that will transfer with you.



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