Dual Enrollment Application Instructions for Students

I've applied or taken DE courses before:

1) Go to: https://apply.lsus.edu/
2) Click "Sign in"
    a. Your username is the email address used on your previous application.
    b. Your password can be reset (if necessary) by clicking "Forgot Password"
3) Log in
4) Click Start New Application
5) Choose Dual Enrollment Application.
6) Choose Fall 2024
7) Click through each page of the application ensuring that your information is accurate and complete.
    a. Use your legal name. Do not use a nickname.
    b. Be sure to use the "Search" function to find your high school. – You will not receive the correct follow up email if you simply type in your high school's name.
8) Submit your application.
9) Wait about 10 minutes
10) Check email used on application- look for an email from "DocuSign"
11) Click link in email to take you to the registration packet through "DocuSign"

You will need:
Your email address
Your parent's email address
Your Social Security number

Be sure to use your legal name – not your nickname.

Once you create your DocuSign account, you will need to click the link in your email to "Sign" your form. This is when you will select your courses.

After you select your courses and sign your form, it is then routed to your parent to sign.
*Your parent must sign the form so that your registration packet can be sent to your high school.

I've **Never** applied or taken DE courses before:

1) Go to: https://apply.lsus.edu/
2) Click “Start Application”
3) Create account and log in
4) Click Start New Application
5) Choose Undergraduate Application
6) Choose Fall 2024
7) Click through each page of the application ensuring that your information is accurate and complete.
    a. Use your legal name. Do not use a nickname.
    b. Be sure to use the “Search” function to find your high school. – You will not receive the correct follow up email if you simply type in your high school’s name.
8) Submit your application.
9) Wait about 10 minutes
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QR Code to LSUS Application Portal:

SCAN ME