

SPRING 2023 Dual Enrollment Student Checklist: CSU Online Students

Dual Enrollment courses at CSU Online are open to students in grades 10, 11, and 12, provided that they are academically prepared and have met any prerequisites. Sophomores must have a GPA of 3.5 or above. The district will pre-pay tuition. Students/families are responsible for the cost of books and fees.

Task (complete these in the order listed)	Deadline	Additional Information
Attend the Dual Enrollment Meeting.	OCT 28, 2022	During lunch in the library
Meet with your Lyons school counselor about the courses you'd like to take. This is the student's responsibility.	NOV 11, 2022	<p>Last names A to J: Mrs. Brown, brown_aimee@svvsd.org</p> <p>Last names K to Z: Ms. Machado*, machado_jenna@svvsd.org</p> <p>At this meeting, your counselor will provide instructions to complete the SVVSD CE application. *Students should meet with Ms. Rominger until Ms. Machado returns.</p>
Complete the SVVSD online CE application: Dual Enrollment Program Agreement Form	NO LATER than DEC 2, 2022	The link to the form is on the Counseling website and on the SVVSD CE page. See the CSU Online website for course descriptions. It's best to apply as soon as you're sure of the courses you plan to take.
Print out the signature page for the SVVSD Dual Enrollment Agreement form and give it to your counselor.	ASAP after submitting your online district application	This step is required for you to be considered eligible to take these courses. Late applications/signature pages will not be accepted. Parent & student signatures are required.
District notification of approval/denial of courses	Before or on DEC 13, 2022	Once you have been approved, your counselor will notify you and the registration links will be emailed to you.
College steps: Register for your course with the links provided.	Registration opens	Make sure to meet all deadlines! Once you register, CSU will provide you with an ID number to access your course. If you have questions or need registration help, email csu_online_registration@mail.colostate.edu The closing date of registration varies by course.
Pay for any fees (See Dual Enrollment flier for Technology and Course Materials Fee information)	Refer to CSU Online program deadlines for payment of fees and textbooks.	The District will pre-pay your tuition, minus College Opportunity Fund (COF). The District is not responsible for payment of any additional fees other than tuition. Additional fees owed to the college must be paid directly to the college and are the student's responsibility.
Access your course and get started	JANUARY 17, 2023	Make sure you check the specific start date of your course through CSU online.
Spring 2023 Term ends	MAY 12, 2023	

Drop Deadline: JANUARY 9, 2022

IMPORTANT NOTES ABOUT DUAL ENROLLMENT @ CSU Online

- ★ Students must demonstrate academic preparedness to take college level courses. Sophomores need a 3.5 or higher GPA.
- ★ Tuition only is paid by the district (not books, materials, fees etc.) for up to 2 courses per semester.
- ★ Students dropping a course after the drop date, will receive a “W” or “F” on their college transcript.
- ★ Grades received will appear on a student's official high school transcript and college transcript.
- ★ CSU Online has a separate process for enrolling in their courses. Completing this process is your responsibility. See the checklist on the reverse side.
- ★ Athletic Eligibility/ Full time policy: To be eligible to participate in extracurricular activities you must be enrolled in 3.0 credits per semester (includes HS and College courses). This is 6 classes on your schedule.
- ★ College Credit vs. High School credit: All courses 3.0 college credit or more will be awarded .5 High School credit and this will be reflected on your high school transcript.
- ★ Once the official transcript is received, the college course and grade will be posted on the student’s high school transcript.
- ★ **CSU Online classes are not weighted on your transcript.**

Courses available to Lyons students are listed on the Dual Enrollment Course Offerings flier.

Course Descriptions are available at <https://www.online.colostate.edu/courses/aucc-courses/>