



Pope High School Dual Enrollment Checklist

<https://bit.ly/DEPopePage>



POPE DUAL ENROLLMENT DEADLINE

Pope sets EARLIER internal deadlines than colleges and the CCSD DE deadlines*. Applying earlier provides students a more optimal chance of registering earlier for desired courses/locations/times/professors. **

*The CCSD Summer Deadline is March 1 and the Fall Deadline is May 1. These are **final** deadlines and are non-negotiable.

**We cannot guarantee college acceptances within a specific timeframe nor desired preferences of DE classes.

Pope Summer 2026 Priority Deadline:

Feb. 1

Pope Fall 2026 Priority Deadline:

March 6

If the college DE deadline is the same as or earlier than the Pope deadline, please complete the process

AT LEAST ONE MONTH PRIOR to the college deadline.

It is the student's responsibility to ensure that the steps below are followed accurately and timely.

- ☐ **Attend the 2025-2026 Pope DE Information Night OR watch the replay video(s)** at <https://bit.ly/DEPopePage>. This is **mandatory** for both families and students interested in DE. Additional meetings, such as college sessions or the CCSD DE Summit, do not replace this requirement but are supplements to the Pope specific information.
- ☐ **Student** – complete and earn a 100% on the **DE quiz** linked at the end of the presentation. **Parent/guardian** – complete attendance/viewing log linked at the end of the presentation.
- ☐ **Research options, implications, pros/cons, logistics, transferability, etc. of DE for your individual situation.**
 - o Admissions information for 2- and 4-year USG colleges – <https://bit.ly/USG-DE>
 - o Admissions information for Chattahoochee Tech – www.chattahoocheetech.edu/dual-enrollment
 - o Please view the college websites directly for full admission instructions
- ☐ (if applicable) **Take the SAT/ACT/PSAT/Accuplacer and submit scores to the college(s).**
 - SAT and AP (if you wish to exempt courses): www.collegeboard.org
 - ACT: www.actstudent.org
 - Accuplacer: schedule directly with college if needed
- ☐ **Apply to the college using their DE application** (found on college website) and submit/complete any additional required forms/steps. *(There should be no application fee. Colleges will have multiple steps to complete beyond the application.)*
- ☐ **Request official HS transcript** be sent to college (Pope Counseling \$2 cash) *(Chatt Tech does not require a transcript)*
- ☐ Complete and email **CCSD DE Local School Agreement** (found at <https://bit.ly/DEPopePage>) to your **Pope Counselor** to request a **DE Advisement Meeting**. We will respond with some follow-up items to **complete/prepare and submit to us prior to the meeting**. At the meeting, will discuss graduation requirements, desired DE classes, complete a required **Advisement Form**, and more. **We reserve the right to reschedule/postpone the meeting if steps above are not completed before the meeting.**
- ☐ If required by the college, scan and send/upload the fully signed/completed **DE Advisement Form** to the college.
- ☐ Submit **DE Funding application** www.gafutures.org (both Student & Parent must sign). The app opens 2/2026.

FALL testing strongly recommended to meet Pope Priority Deadlines!

AFTER the student has completed the college application steps, the student will:

- ☐ **Receive an emailed admission decision and instructions from the college** (~2-6 weeks).
- ☐ **Register for and attend the earliest college orientation and/or advisement available - ASAP** (~March/April)
- ☐ **Register for classes** through student's college registration portal **ASAP** (~late March-early May)
- ☐ **Email your detailed schedule** to your counselor **ASAP**, but **no later than the last day of school.**

All steps above this line should be completed prior to the Pope Priority Deadline.