



**DUAL ENROLLMENT  
APPLICATION CHECKLIST  
PUBLIC AND PRIVATE SCHOOL STUDENTS**

**Student Name:** \_\_\_\_\_  
Last First Middle (complete) Jr., etc.

**High School:** \_\_\_\_\_ **Semester/Year:** \_\_\_\_\_  
Name

Student has submitted online dual enrollment application and has received confirmation email that the application has been accepted.

CF ID No.: \_\_\_\_\_

**REQUIRED DOCUMENTS**

All required documents must be submitted to the Dual Enrollment coordinator in a single packet with this completed checklist attached to the top by the application deadline.

Parent Signature Page with all required signatures.

Current placement exam results with acceptable scores. (One passing score needed in reading, writing and math.)

• Attached or sent electronically on: \_\_\_\_\_  
Date: MM/DD/YY

Placement Exam Scores Used: \_\_\_\_\_

• Acceptable scores: \_\_\_\_\_  
Reading English Math

	Reading	English	Math
<b>ACT</b>	<b>19</b>	<b>17</b>	<b>19</b>
<b>SAT</b>	<b>24</b>	<b>25</b>	<b>24</b>
<b>PERT</b>	<b>106</b>	<b>103</b>	<b>114</b>

*Passing test scores effective March 2016.*

Current high school transcript with appropriate GPA:

• Attached or sent electronically on: \_\_\_\_\_  
Date: MM/DD/YY

• Appropriate GPA: \_\_\_\_\_

Other required documents attached (if noted on student's CF portal):

High School Counselor Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
MM/DD/YY

**Return completed application packet to: Dual Enrollment Coordinator  
 CF Office of Admissions and Records  
 3001 S.W. College Road  
 Ocala, FL 34471-4415**

**Office of Admissions and Records use only.**

Processed by: \_\_\_\_\_ Date \_\_\_\_\_  
MM/DD/YY