

Charles County Public Schools  
Office of Student Services  
School Counseling

## DUAL ENROLLMENT APPLICATION

Today's Date: \_\_\_\_\_

High School \_\_\_\_\_ Date of Graduation \_\_\_\_\_

Student's Name \_\_\_\_\_ Grade \_\_\_\_\_

Student's date of birth \_\_\_\_\_ Student's CCPS ID# \_\_\_\_\_

Student's Address \_\_\_\_\_ Telephone Number \_\_\_\_\_

Students are **REQUIRED** to enroll in a fall semester and spring semester course at CSM.

*The **Dual Enrollment Program** offers Charles County Public Schools high school students the opportunity to earn college credit at a 50% tuition savings at the College of Southern Maryland (CSM) while attending high school part time.*

- a. As officially enrolled CSM students, students will have access to all College related services, programs, and facilities and be eligible to participate in all College events and student activities for which they qualify.
- b. Students will earn transferrable College credit through CSM, which may be applied to completion of academic programs at CSM or considered for transfer by other colleges and universities in the state of Maryland.
- c. Students will be charged 50% of the tuition rate that they would pay when they enroll for the same courses at CSM after high school graduation. Students who receive Free and Reduced Meals will not be charged any tuition or CSM fees.
- d. Students must select college level courses from CCPS approved list under "CSM Recommended General Education Courses" or courses approved under "Popular Programs by Transfer". (Please see attached approved lists.)
- e. Students must be approved to participate in the Dual Enrollment Program by CCPS and meet the requirements to participate in the Dual Enrollment Program at CSM.
- f. Students in the Dual Enrollment Program with the College of Southern Maryland who violate the *Code of Student Conduct* may be removed from the Program at the discretion of the principal. Also, students are subject to the college's policies and may be removed from the Program by the College for violations of those policies.

## Dual Enrollment Requirements

- ✓ Students must have a minimum of **14 credits** at the end of **Sophomore year** and enroll in a full schedule during their Junior year at their high school
- ✓ Students must have a **cumulative 2.5 or higher GPA** at the end of Sophomore year
- ✓ Students must have a minimum of **20 credits** at the end of **Junior year** and must enroll in 4 or more courses, including courses needed for graduation during their Senior year at their high school
- ✓ Students must have a **cumulative 2.5 or higher GPA** at the end of Junior year
- ✓ Students must have met their Maryland High School Assessments and SSL requirements
- ✓ Students must apply by the last day of school for students of their Sophomore or Junior year
- ✓ Students must apply and be accepted by CSM and meet the requirements for the Dual Enrollment Program
- ✓ Students must be enrolled in 4 high school courses (fulltime status) to participate in extracurricular & athletic activities, academic contests, student rank and commencement
- ✓ Students must enroll at CSM in a minimum of 1 full credit course by July 15 for the fall and December 15 for the spring semester during the school year
- ✓ Students must provide a copy of CSM class schedule to high school counselor to verify enrollment for fall and spring semester
- ✓ Students must arrange to have CSM transcript sent to high school counselor upon completion of each semester

*I have read and agree to the above Dual Enrollment requirements to participate in the program. Parent must agree to provide transportation from school when the student completes his/her last class each day. Please contact your child's counselor with any questions or concerns.*

Student Signature \_\_\_\_\_ Date: \_\_\_\_\_

Print Name \_\_\_\_\_

Parent Signature \_\_\_\_\_ Date: \_\_\_\_\_

Print Name \_\_\_\_\_

Parent Phone number # \_\_\_\_\_

High School Counselor's comments:

GPA:	Credits earned at the end of 10 <sup>th</sup> grade:	Credits earned at the end of 11 <sup>th</sup> grade:
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Counselor's Signature and Date:

Approved:	Not Approved:
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Principal's Signature and Date:

**Charles County Public Schools**  
**Approved List of College of Southern Maryland**  
**General Education Courses that qualify for 50% Tuition Break**

*This list features courses that will satisfy CSM general education requirements and will also transfer to four year in-state public colleges and universities. With any course offering it is highly recommended that the student check with an enrollment advisor at CSM or the transfer school to ensure that the course meets degree requirements.*

**ARTS:**

ART – 1010 History of Western Art  
ART – 1020 History of Western Art

GRY – 1050 – World Regional Geography  
GRY – 1100 – Introduction to Geography

MUS-1020 Music Appreciation

POL – 1050 – Introduction to Government and Politics  
POL – 2020 – International Relations

**HUMANITIES:**

COM – 1010 – Basic Principles of Speech Communication  
COM – 1250 – Introduction to Interpersonal Communications  
COM – 1350 – Intercultural Communication

PSY – 1010 – General Psychology

SOC – 1010 – Introduction to Sociology

ENG - 1010 – Composition and Rhetoric  
ENG – 1020 – Composition and Literature

**MATHEMATICS:**

MTH – 1120 – College Algebra  
MTH – 1130 – College Analytic Trigonometry  
MTH – 1150 – Pre-calculus Algebra and Trigonometry  
MTH – 1200 – Calculus I and Analytic Geometry  
MTH 1210 – Calculus II  
MTH 2300 – Introduction to Statistics

HST – 1010 – History of Western Civilization  
HST – 1012 – History of Western Civilization II  
HST – 1031 – The United States to 1877  
HST – 1032 – The United States Since 1877  
HST – 1034 – History of Women in America  
HST – 1040 – History of Business in America  
HST – 1060 – History of African Americans

**BIOLOGICAL SCIENCES:**

BIO – 1010 – Botany with Lab  
BIO – 1020 – Zoology with Lab  
BIO – 1040 – Introduction to Human Anatomy and Physiology with Lab

PHL – 1010 – Introduction to Philosophy  
PHL – 1020 – Introduction to Logic  
PHL – 1410 – Topics in Contemporary Ethics

PHY – 1010 – Fundamentals of Physics with Lab

**SOCIAL/BEHAVIORAL SCIENCES:**

COM – 1020 – Introduction to Mass Communication

**PHYSICAL SCIENCES:**

PHY – 1010 – Fundamentals of Physics with Lab  
PHY – 1020 – Fundamentals of Physics II with Lab

ECN – 1015 – Introduction to Business in a Market Economy

## **POPULAR PROGRAMS by TRANSFER**

*This list features courses that will satisfy CSM general education requirements and will also transfer to four year in-state public colleges and universities. With any course offering it is highly recommended that the student check with an enrollment advisor at CSM or the transfer school to ensure that the course meets degree requirements.*

### **Elementary Education**

ENG - 1010 – Composition and Rhetoric  
PSY – 1010 – General Psychology  
MTH 2300 – Introduction to Statistics  
COM – 1010 – Basic Principles of Speech Communication  
GRY – 1050 – World Regional Geography  
SOC – 1010 – Introduction to Sociology  
HST – 1031 – The United States to 1877  
HST – 1032 – The United States Since 1877

### **Arts and Sciences**

COM – 1010 – Basic Principles of Speech Communication  
ENG - 1010 – Composition and Rhetoric  
MTH – 1120 – College Algebra  
ART – 1010 History of Western Art  
HST – 1010 – History of Western Civilization  
HST – 1012 – History of Western Civilization II  
HST – 1031 – The United States to 1877  
HST – 1032 – The United States Since 1877  
PHL – 1010 – Introduction to Philosophy

### **Business Administration**

ACC – 2010 – Principles of Accounting I  
BAD – 1355 – Applied Business Communications  
ECN – 1015 – Introduction to Business in a Market Economy  
ENG - 1010 – Composition and Rhetoric  
COM – 1010 – Basic Principles of Speech Communication  
MTH 2300 – Introduction to Statistics

### **Pre-Nursing**

BIO – 2070 – Introduction to Human Anatomy and Physiology (with Lab)  
MTH – 1120 - College Algebra  
ENG 1010 – Composition and Rhetoric  
PSY – 1010 – General Psychology  
COM – 1010 – Basic Principles of Speech Communication  
MTH 2300 – Introduction to Statistics  
SOC – 1010 – Introduction to Sociology  
CHE – 1200 – General Chemistry (with Lab)

### **Information Services Technology**

ITS – 1015 – The Information Age: Emerging Technologies  
ITS – 1020 – Operating Systems Concepts  
ENG - 1010 – Composition and Rhetoric  
MTH – 1120 – College Algebra

### **General Studies: Communication**

COM – 1250 – Introduction to Interpersonal Communication  
ENG - 1010 – Composition and Rhetoric  
MTH – 1120 – College Algebra  
PSY – 1010 – General Psychology  
SOC – 1010 – Introduction to Sociology

### **General Studies: Criminal Justice**

CJS – 1015 – Introduction to Criminal Justice  
ENG – 1010 – Composition and Rhetoric  
SOC – 1010 – Introduction to Sociology  
MTH – 1120 – College Algebra  
ITS – 1015 – The Information Age: Emerging Technologies