



Steps to Dual Enrollment

Dual enrollment is an opportunity that is offered through the North Carolina Career and College Promise program.

This allows students to take college courses while in high school and receive BOTH high school and college credit!

These courses are weighted as Honors level courses.

Please read and follow the steps to enrolling in this opportunity!

1. Check your Grade Point Average. You must have a GPA of 3.0 to take academic classes in dual enrollment. (Note: there are some Career and Technical Education courses that you may select, if you have a 2.0 or better and have the recommendation of a school official).
2. Obtain a transcript from Ms. Partlow or your counselor.
3. Apply to COA. You must complete an application first and foremost. Visit the site www.albemarle.edu and go to Apply for Admission. This process will require that you create an account first. Do this and then continue.

Note: When completing the application, you are considered a freshman in the high school dual enrollment program.

4. After completing the application, you should receive a username and student ID#. Once you receive this, you must go back to the COA website and activate your account in the "student portal". Activate your account.
5. Once your account is activated, go back to the Student Portal. Click on the link for "Mycourses". In the "mycourses" link you should find a student orientation moodle. You must complete the moodle before you will be registered for a class at COA.
6. Placement testing- Next, you will need to see Mrs. Puryear to determine whether or not you will need to take a placement test.
7. When visiting the COA website, explore the various course offerings. Please note that many courses have prerequisites and may not be available to high school students. Please refer to the UGETC list of courses. This list will show high school students which courses are available for dual enrollment.
8. Complete the Secondary Enrollment form. Please make sure that your parents have signed this form. This form MUST be completed for each semester that you take classes. You will not be enrolled without returning this form. Return this form to Mrs. Puryear. Mrs. Puryear will sign off as the High School Advisor.
9. Please do not hesitate to ask for help. See Mrs. Puryear for any questions or email her at jpuryear@currituck.k12.nc.us.

