Hello High School Counselor/Instructor:

We are ecstatic that your students will be a part of the Dual Enrollment Program for Fall 2023! Listed below are steps they must complete to register for Dual Enrollment. Please assist them with the registration process for the college/university that applies to them. Feel free to contact me if you have any questions/concerns.

See the registration deadline dates and the first day of class for each College/University for the 2023-2024 SY.

|  |  |  |
| --- | --- | --- |
| **College Partners** | **Registration Deadlines** | **Fall 2023 Classes Begin** |
| Southwest TN CC | Monday, August 21, 2023 | Monday, August 28, 2023 |
| TCAT Memphis | Monday, August 28, 2023 | Tuesday, September 5, 2023 |
| TCAT Northwest | Monday, August 21, 2023 | Monday, August 28, 2023 |
| Lemoyne Owen College | Monday, August 21, 2023 | Monday, August 28, 2023 |
| Christian Brothers University | Monday, August 14, 2023 | Monday, August 21, 2023 |
| University of Memphis | Monday, August 21, 2023 | Monday, August 28, 2023 |

**Step 1 – Complete the TCAT Dual Enrollment online application by clicking on the link below:**

***Tennessee College of Applied Technology (TCAT Memphis)***

* + [TCAT Online Dual Enrollment Application](https://tcatmemphis.edu/future-students/admissions)

**Step 2 – Complete the TSAC Dual Enrollment Grant**

* + [TSAC Dual Enrollment Grant](https://clipslink.tsac.tn.gov/studentsignon/)
  + [TSAC Dual Enrollment Grant Instructions](https://drive.google.com/file/d/1GKQwaLFZElev0RD2ZUzcjpMr0iaG2SOS/view)

**Counselors/Instructors To-Do-List**

* Identify students who will be a great fit for the dual enrollment program!
* Ensure that students complete the DE registration by the respective deadline (instructions & links are provided above)
* Email me a roster of the students by college, and course(s). Also, “cc” Belinda Johnson-Martre at [johnsonmartrebd@scsk12.org](mailto:johnsonmartrebd@scsk12.org)
* Email me a copy of each student transcript.

**Let’s have a TRAILBLAZING Year!**