

# FLVS Full Time Dual Enrollment Checklist

Student's Full Name \_\_\_\_\_

Student's Mailing Address \_\_\_\_\_

Personal Email Address \_\_\_\_\_

FLVS Full Time ID \_\_\_\_\_

Polk State ID \_\_\_\_\_

- Create an account through Polk State College (PSC) (new dual enrollment students only).
- Provide standardized test scores to your school counselor (PERT/ACT/SAT) **and** send official ACT/SAT scores to PSC (if using ACT/SAT scores). **PSC must have official ACT/SAT scores.**
- Select courses on the [FLVS Full Time Dual Enrollment](#) page or visit the PSC website.
- Complete and sign the PSC Dual Enrollment Registration Form (**please do not sign in counselor line**). Select only the courses you want to take (courses approved). Please remember: 10th grade, 1 dual enrollment course; 11th grade, 1-2 dual enrollment courses; 12th grade, up to 3 dual enrollment courses.
- Complete PSC orientation and print certificate (new dual enrollment students only). A screenshot of the orientation completion page is also acceptable.
- Return the entire signed [PSC Dual Enrollment High School Approval Form](#), Certificate of Completion for PSC New Student Orientation (if applicable), and FLVS Full Time Dual Enrollment Checklist to your school counselor by fax or e-mail (**PDF format only**). Please do not send form images from your phone, as these will not be accepted.

Please remember that all forms and test scores must be received by 5 p.m. on Friday, March 1st, 2019.

**No late or incomplete forms will be considered.**

Questions? Please visit the [FLVS Full Time Dual Enrollment](#) page or contact your school counselor.

