

# Steps For Dual Enrollment

(Click underlined text for direct access to Broward College's website)

## Dates & Deadlines

### Application

#### Step 1:

- Review [Eligibility Requirements](#) - Confirm with school counselor.

#### Step 2:

- Submit a [Broward College Online Application](#). ([See Guide to Apply Online](#)).

#### Step 3:

- Complete the [Dual Enrollment Recommendation Form \(STEP 3 on BC's Website\)](#)  
(**Must be completed EACH SEMESTER**)
  - **Be sure to upload your Parent/Legal Guardian Form.**
  - Check your BC email for notification of approved credits.
    - Grades 9-11 - limit 3 credits per semester
    - Grade 12 - limit 6 credits per semester

**Note:** Students may take any course within their credit limit from the approved course list.  
(Placement tests and prerequisites must be previously met).

### Registration

#### Step 4:

- See [Academic Calendar](#) for registration dates and deadlines. ([See Steps to Register](#)).
- Log in to your [BC One Access](#) account and register for approved credits.

#### Step 5:

- Provide a copy of your BC schedule to your school counselor.

#### Step 6:

- Books may be ordered online for pick up (3 weeks before the semester begins); or in person at the bookstore. Books **cannot** be shipped to your home. ([See Bookstore site](#)).

#### Step 7 (if needed):

- Students must visit the [Accessibility Resources Office](#) and work with an advisor to determine if 504/IEP accommodations can be provided at Broward College.

#### **REMEMBER:**

**You MUST complete the Dual Enrollment Recommendation Form EACH SEMESTER.**

**Note:** Dual Enrolled and Early Admission students who receive a "D" or "F" grade are no longer eligible to participate in these programs.