

St. Petersburg College

2021-2022 Dual Enrollment (DE) Program Checklist

1. Complete an SPC student application online at www.spcollege.edu to receive a student ID number.
 - Click *APPLY TO SPC button*.
 - Click on “High School Programs Student.” You **MUST** know your Social Security numbers to complete the application. The accuracy of your Social Security number is critical as it is used for verification when you log in to your classes. Pinellas County School students must also know their Pinellas County School ID. Private and home-education students do **NOT** need a PCS identification number to apply.

Note: Skip this step if you already have an SPC ID number. If you attended College for Kids, you have a number and must complete a hardcopy application. Contact the Dual Enrollment Office and one will be provided to you.

2. Take the Postsecondary Education Readiness Test (PERT).
 - RECOMMENDED TESTING OPTIONS (Outside of the school day):
 - Pre-register for the College Placement Test/PERT at <https://web.spcollege.edu/survey/31137>.
 - **Remote testing is proctored by Honorlock** and requires testers to use the **Chrome browser, have a photo ID, and a web camera.** [HonorLock Privacy Statement](#)

You must know your SPC student number and SPC live email account. You must activate this account and create a password in order to be scheduled to test.

Important College Placement Test (PERT) Information:

- **First attempt is free**
- **Second attempt is \$15**
- **Each student will have only two attempts per semester**
- **Students are STRONGLY ENCOURAGED to prepare prior to testing.**
 - **Online Self-Paced PERT Prep modules available at:**
<https://www.spcollege.edu/friends-partners/community-resources/college-preparation/subject-preparation>
 - **The PERT Study Guide is available at:**
<https://www.spcollege.edu/future-students/admissions/testing/college-placement-test>

Minimum Qualifying Scores:

TEST	CPT/PERT	SATRD	ACT
Writing/English	103	25	17
Reading	106	24	19
Math	114	24	19

*If you plan to use your SAT or ACT scores in lieu of PERT scores for eligibility, please contact your campus testing center. Ask what you need to provide to them, i.e. a photo ID and/or SPC ID #. Know your login information for College Board and follow the instructions of a testing staff official.

SPC Testing Centers

Clearwater Campus – 791-2645
 Seminole Campus – 394-6233
 St. Petersburg/Gibbs – 341-4771
 Tarpon Springs Campus – 712-5750

CONDITION: Home education students will be provided instructions for steps 3 and 4 by the Dual Enrollment office. Contact your DE office for further instructions.

3. Provide a copy of your test results to your high school counselor to see if you meet eligibility requirements. You will then obtain a Pinellas County Schools (PCS) permission form or Private School Agreement form from your counselor.
4. Work with your counselor to complete the PCS permission form or Private School Agreement form. Refer to the list of approved courses found on our website under "What's Required to Enroll?" Search for classes – Visit <https://web.spcollege.edu/classes>. Completed and signed permission forms are submitted by your counselor directly to a dual enrollment office.
5. Registration will be completed through the Dual Enrollment Office. Students do not have access to self-enroll. Check your email for further instructions.

While in the program the student must maintain a minimum 3.0 unweighted cumulative high school GPA and at least a 2.0 college GPA (C average). Students must have own transportation to classes at SPC. Students follow the SPC academic calendar.

NORTH COUNTY DE OFFICE (for high schools north of Gulf-to-Bay Blvd. and Clearwater HS)

Mrs. Janine Small, Program Coordinator, Early College Program/Dual Enrollment/Early Admission, SPC Tarpon Springs Campus – Room PS 102, small.janine@spcollege.edu

Mrs. Lori Condie, Administrative Specialist, Early College Program/Dual Enrollment/Early Admission, SPC Tarpon Springs Campus – Room PS 102, condie.lori@spcollege.edu and DE_NorthCounty@SPCollege.edu

SOUTH COUNTY DE OFFICE (for high schools south of Gulf-to-Bay Blvd.)

Mrs. Sherry Pantelides, Program Coordinator, Early College Program/Dual Enrollment/Early Admission, SPC Seminole Campus – Room PW 702, pantelides.sherry@spcollege.edu

Mrs. Lynne Wolf, Administrative Specialist, Early College Program/Dual Enrollment/Early Admission, SPC Seminole Campus – Room PW 702, wolf.lynne@spcollege.edu and DE_SouthCounty@Spcollege.edu