

## SPC Dual Enrollment Program Registration Checklist

- ☐ See your counselor to verify that you are eligible for Dual Enrollment (DE).
  - For academic courses, you need a 3.0 unweighted cumulative GPA or a 3.0 in the subject area to be studied at SPC.
  - For career courses, you need a 2.0 unweighted cumulative GPA or a 2.0 in the subject area to be studied at SPC.
  - You must have at least 7 credits in core subjects (math, science, ELA, social studies).
- ☐ Obtain an SPC ID number and SPC Live email address by completing an online SPC application.
  - Go to [spcollege.edu/apply](https://spcollege.edu/apply) – Click on the **High School Programs Student** option.
    - Give the number to your counselor so that it can be recorded in Focus.
- ☐ Have qualifying test scores.
  - **PERT:** 106 Reading, 103 Writing, 114 Math
  - **PSAT:** 24 Reading, 25 Writing, 24 Math or Digital PSAT scores of 490 Reading & Writing, 480 Math
  - **SAT:** 24 Reading, 25 Writing, 24 Math or Digital SAT scores of 490 Reading & Writing, 480 Math
  - **ACT:** 19 Reading, 17 English, 19 Math
  - **CLT:** 38 Verbal Reasoning & Writing, 16 Quantitative Reasoning
  - Make a PERT testing appointment here: [spcollege.edu/future-students/admissions/testing](https://spcollege.edu/future-students/admissions/testing)
    - Provide a copy of your results to your counselor
- ☐ Identify courses on the Approved Course List that you would like to take.
  - Visit [pcsb.org/Page/41273](https://pcsb.org/Page/41273) to find the list of approved courses.
- ☐ Email the required registration information to your counselor.
  - Visit [pcsb.org/Page/41273](https://pcsb.org/Page/41273) for further details and directions.
  - Failure to follow the directions and DE policies could cause a delay in the processing of your registration form, which could result in you not getting placed into DE courses because classes fill or deadlines pass.
- ☐ **MONITOR YOUR EMAIL!!!**
  - You will receive a confirmation email from SPC's DE office.
  - Verify that the classes are at the correct day/time and campus.
  - If a registration confirmation is not received, call the DE office at 727-394-6164 or 727-394-6023.
- ☐ Retrieve your textbooks during the designated Book Pick-Up Week.
  - You must pick up your core materials (textbooks and/or codes) during the designated Book Pick-Up Week, otherwise you will be responsible for purchasing any required core materials at your own expense.
  - If you fail to return or remit payment for core materials, you will not be permitted to continue taking DE classes.
- ☐ A college GPA of 2.0 (C average) is required to remain in the DE program.

**APRIL 30**  
**MAY 29**

**Summer Registration Deadline**  
**Fall Registration Deadline**