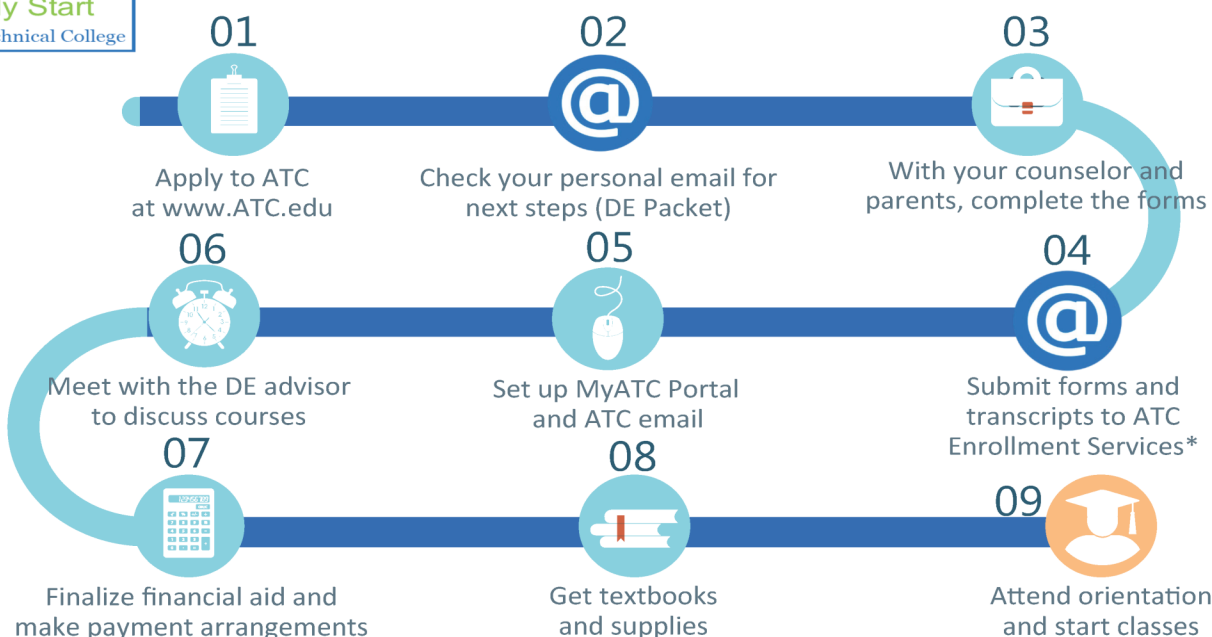




The Steps to Dual Enrollment at ATC



STEPS	Helpful Details
01	Apply online at https://apply.atc.edu/ . Select Option 2 (Dual Enrollment), and then click the "Start Application" button.
02	After you complete/submit the application, check the email that you listed for your Dual Enrollment Packet. The forms are fillable PDFs that you can complete on your computer.
03	With your parents, complete the forms, print, and sign them. Make sure your counselor completes and signs the Counselor Permission Form.
04	Submit your completed forms by email or mail to the ATC Enrollment Services Office. *Email your documents to admissions@atc.edu AND recruitment@atc.edu . You can scan from iPhone (click here to learn how) OR from Android (click here to learn how).
05	Set up your MyATC portal page and your ATC email address. Follow the instruction in your application confirmation or CLICK HERE for online instructions.
06	Schedule an appointment with your ATC advisor to review your application packet, register for courses, and discuss important details like buying books and orientation.
07	Discuss your financial aid/payment plan with your advisor and schedule an appointment with a ATC financial aid staff person if necessary, then arrange payment as necessary.
08	Get your textbook and supplies - visit the ATC bookstore (The Hub) and select the books for the classes you will be taking.
09	Attend New Student and Family Orientation Through orientation, you will learn about services and opportunities to make the most of your ATC experience.

NOW, you're ready to attend classes! **Welcome to ATC!**