Dual Enrollment Admissions Checklist

- **Complete GSCC Admissions Application**
  Visit www.gadsdenstate.edu > click Apply Now! > Create Account
  Select Dual Enrollment/ACE as admit type
  Be sure to complete the entire application through the end where you "agree to terms & conditions"
  Confirmation emails will be sent within a week of submitting application
- **Signature page**
  Delivered to Admissions Office or emailed to admissions@gadsdenstate.edu
- **Proof of Citizenship**
  All new/readmission students must provide one Primary Form of Documentation for Admission to Alabama Community Colleges. All International Students must provide an acceptable VISA.
  Common examples of documentation: Drivers License, Permanent Resident Card, etc.
  Copy of the ID, must be delivered to Admissions Office or emailed to admissions@gadsdenstate.edu
- **Complete Dual Enrollment Form**
  Signed by High School Administrator (Superintendent Signature requirement waived for most schools)
  Delivered to Admissions Office or emailed to admissions@gadsdenstate.edu
  A Gadsden State Enrollment Specialist can assist you with advisement, choosing courses, and completing this form.
- **Placement Test completed OR qualifying ACT scores submitted (for certain courses)**
  Placement tests are required for students who do not score the following minimums on the ACT: 18-English, 20-Reading, 20-Math
  Students may register for the placement test on the Testing Services website:
  www.gadsdenstate.edu > Future Students > Testing Services
  A G# is required for placement test registration, this number can be found in the confirmation email sent from the Admissions Office after the admissions application has been completed.
  10th & 11th grade students may be exempt from the placement test, depending on the courses
- **ACE Institute Scholarship Application**
  (optional – not required for admissions process)
  For eligible programs only
  Priority Deadline May 1st annually

All of the above items must be COMPLETE before a dual enrollment student can be cleared to register for classes.

Please contact a Gadsden State Community College Enrollment Specialist for assistance with the dual enrollment admissions & advisement process.
A chart of contact numbers may be found at www.gadsdenstate.edu/dualenrollment