



Dual Enrollment Academy Application Checklist

Thank you for your interest in the Dual Enrollment Academy at Middlesex Community College! The checklist below is provided to guide you through the Enrollment process.

Admission Requirements

Use the chart below to determine what information is required for admission and enrollment.

Review all paperwork before you submit it to ensure you have obtained the necessary signatures.

	Placement Testing	Dual Enrollment Orientation	Dual Enrollment Application	Dual Enrollment Registration Form	MA State Assigned Student Identification Number	Current High School Transcript	Home School Approval Letter
Home School	✓	✓	✓	✓			✓
Private High School	✓	✓	✓	✓		✓	
Public High School	✓	✓	✓	✓	✓	✓	

Testing Appointment

All new students must complete Placement Testing to assess current abilities in Reading Comprehension, Writing, and Mathematics. Call 1-800-818-3434 to schedule an appointment to take the College Placement Test. Bring a photo ID with you to the test, and plan approximately 2-2.5 hours to complete the assessment.

Course Selection

Meet with your guidance counselor or home school advisor to determine what subjects you need to register for, remembering that dual enrollment courses must fulfill a high school graduation requirement. Please be aware of all course prerequisites when making your choices. It is a good idea to have alternate courses chosen in case your first choice courses are filled.

Attend a Dual Enrollment Orientation Session

All new students are required to attend a Dual Enrollment Orientation Session. To register for a Dual Enrollment Orientation, please visit www.middlesex.mass.edu/dualenroll. Students are encouraged to bring any completed paperwork with them to the Orientation session.

Registration Appointment

Once you have confirmed what subjects you will be registering for and have a signed registration form, you should call 1-800-818-3434 to set up a registration appointment in Bedford or Lowell. Please be sure to identify yourself as a Dual Enrollment Student when you call.

Make Payment Arrangements

You will receive a bill from Middlesex Community College with the tuition and fees associated with your registration. You can contact the Student Accounts Office at (781)280-3645 with any questions.