



Fall 2021 Dual Enrollment Online Registration & Course Request Worksheet

Dear Parent/Guardian:

Pasco-Hernando State College (PHSC) utilizes an online Dual Enrollment (DE) application/registration process. This process is now open to all eligible students.

The Fall process is as follows:

1. New DE students complete an online application at [https://cpnta.phsc.edu/dualapp/\(S\(pmxaayk5evlgddgzqckkbseo\)\)/english/WDEAI.aspx](https://cpnta.phsc.edu/dualapp/(S(pmxaayk5evlgddgzqckkbseo))/english/WDEAI.aspx) The deadline for the application is **August 9, 2021**.
2. Eligible students complete this DE Course Request Planning Worksheet (bottom) and meet with their High School Counselor **by June 18th**. Students and parents must log-in to digitally sign the Terms and Conditions online and to enter the courses from their Course Request Planning Worksheet. Access to the Terms and Conditions and the Online Dual Enrollment Request Form is available via the PHSC website: <https://admissions.phsc.edu/start/high-school/dual-enroll/charter-public> High School Counselors approve or deny the requests **July 2nd**.
3. Students will receive email notification from a PHSC Academic Advisor of approved/denied DE courses **tentatively** by **July 16th**. This email will be sent to each student's PHSC email address.
4. **Students will register through their student portal and Campus Nexus Student**, on the following the dates and times below, for approved courses. **The deadlines indicated above must be met in order to access online registration during the dates and times outlined below. Students who do not meet deadlines may experience a delay in the registration process beyond the initial registration window.**

12 th Graders			
Credits Earned	Web Registration	On Campus Registration	Time
45+	June 1, 2021	Not Available	Web registration beginning at 8:00am on June 1 st
30+	August 2, 2021	Not Available	8:00 am
15+	August 2, 2021	Not Available	9:00 am
1+	August 2, 2021	Not Available	10:00 am
First time	August 2, 2021	Not Available	11:00 am
11 th Graders			
Credits Earned	Web Registration	On Campus Registration	Time
45+	June 1, 2021	Not Available	Web registration beginning at 8:00am on June 1 st
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