Dual Enrollment Program for High School Students

CCAC’s Dual Enrollment program offers high school students the opportunity to earn college credit, experience college-level coursework and get a head start on earning college credentials while still in high school.
CCAC Dual Enrollment students have transferred credits to four-year institutions, including:

- Allegheny College
- American University
- Brown University
- Bucknell University
- California University of Pennsylvania
- Carlow University
- Carnegie Mellon University
- Case Western Reserve University
- Chatham University
- Clarion University of Pennsylvania
- College of William & Mary
- Cornell University
- Drexel University
- Duke University
- Duquesne University
- Edinboro University of Pennsylvania
- Geneva College
- Georgetown University
- Grove City College
- Harvard University
- Howard University
- Indiana University of Pennsylvania
- John Carroll University
- Johns Hopkins University
- Kent State University
- La Roche College
- Lehigh University
- Mercyhurst University
- Northwestern University
- Oberlin College
- Ohio Wesleyan University
- Pittsburgh Theological Seminary
- Princeton University
- Robert Morris University
- Saint Vincent College
- Seton Hill University
- Slippery Rock University
- Stanford University
- Temple University
- The Ohio State University
- The Pennsylvania State University
- University of California at Berkeley
- University of Michigan
- University of Pennsylvania
- University of Pittsburgh
- University of Virginia
- Villanova University
- Washington & Jefferson College
- West Virginia University
- Westminster College
- Wheeling Jesuit University
- Yale University
How to Get Started

Participation in the Dual Enrollment program requires:

- Permission from the student’s high school and from a parent/guardian
- An appropriate high school GPA as determined by CCAC and the student's high school
- Fulfillment of all CCAC program and/or course prerequisites
- Completion of all forms and any placement tests required by CCAC

Steps to Enroll

Apply online

- Go to ccac.edu, select Apply Today
- Select Dual Enrollment student
- Create an account using the link at the top of the page
  - You will need an email address to complete this form
  - For Area of Interest, select Still in High School
  - For Academic Level, select Undergraduate
  - For Academic Program, select Current High School Student
  - For location, select desired location
  - Write down and keep in a safe place the email address and password you use to create your account

Once you submit the Create an Account form, you will start an application

- Click on the Create a New Application link
- Select the Dual Enrollment Application
- All fields with a red asterisk are required—social security number is one of those fields
- Once all fields are complete, click submit application

Additional forms

- You will receive an email with an attached form
- Have a parent/legal guardian sign the form
- Have your high school guidance counselor sign the form
- Submit a copy of your high school transcript to the CCAC campus you are planning to attend by mail, fax or by uploading the transcript. To upload the transcript go to discover.ccac.edu, use the email address and password you used to create your account, click on Submit Supplemental Items and attach the transcript.

Next steps

- Placement Testing
  - Complete any placement tests required by CCAC. Mathematics and English courses, or courses with mathematics/English components, require placement testing. Other restrictions may apply.
- Academic Advising
  - You may be asked to or choose to meet with an Academic Advisor to select appropriate courses. A registration form will be completed at this time.
- Register for classes
  - Complete a registration form and submit it to the Registration office at the campus you plan to attend. Once you are registered for classes you become financially responsible for tuition and fees unless you drop the course/s prior to the start of the term.
- Payment
  - Make appropriate payment arrangements through the Student Accounts office.

What Happens Next

Students, their parents/guardians or their sponsoring organizations (third-party payers) will be responsible for payment of the course tuition and appropriate fees by the due date. Payment plan options are available. Tuition for Dual Enrollment courses is determined by the nature and location of the classes. Specifics will be provided by high school guidance counselors and CCAC Admissions staff.

Dual Enrollment students are not eligible for federal financial aid programs while in high school; however, they are encouraged to complete the Free Application for Federal Student Aid (FAFSA) during their last semester in high school to determine their eligibility for financial aid when enrolling in college.

Textbooks and required fees are additional and will vary depending upon the course. To maximize the benefit of taking classes while in high school, students should obtain their textbooks after their first class session and before the end of the first week of class.

Students in the Dual Enrollment program can participate in all academic support services, such as tutoring and student life activities, at any of the college campuses or centers.

Students are expected to adhere to CCAC’s Student Code of Behavioral Conduct and CCAC’s Student Code of Academic Conduct.
Dual Enrollment students will be permitted to continue enrolling in courses at CCAC each term provided they are making satisfactory academic progress as determined by the high school and the college. Students need to submit a high school transcript with their registration forms for each semester.

At CCAC, education is affordable and convenient. Participation in the Dual Enrollment program can help students reduce the time it takes to complete a college degree after graduating from high school and save money in the process. CCAC’s Dual Enrollment program gives students the edge they need to accomplish their goals.

CCAC offers day, evening and weekend classes at eight different locations. Online classes are available, too. For more information, email admissions@ccac.edu, visit ccac.edu or a campus Admissions office:

<table>
<thead>
<tr>
<th>Campus</th>
<th>Admissions Office Address</th>
<th>Admissions Office Phone Number</th>
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<tbody>
<tr>
<td>Allegheny Campus</td>
<td>Admissions Office 808 Ridge Avenue Pittsburgh, PA 15212</td>
<td>412.237.2511</td>
</tr>
<tr>
<td>Boyce Campus</td>
<td>Admissions Office 595 Beatty Road Monroeville, PA 15146</td>
<td>724.325.6614</td>
</tr>
<tr>
<td>North Campus</td>
<td>Admissions Office 8701 Perry Highway Pittsburgh, PA 15237</td>
<td>412.369.3600</td>
</tr>
<tr>
<td>South Campus</td>
<td>Admissions Office 1750 Clairton Road West Mifflin, PA 15122</td>
<td>412.469.4301</td>
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<tr>
<td>Braddock Hills Center</td>
<td>Admissions Office 250 Yost Boulevard Braddock Hills, PA 15221</td>
<td>412.271.0201</td>
</tr>
<tr>
<td>Homewood-Brushton Center</td>
<td>Admissions Office 701 North Homewood Avenue Pittsburgh, PA 15208</td>
<td>412.371.1600</td>
</tr>
<tr>
<td>West Hills Center</td>
<td>Admissions Office 1000 McKee Road Oakdale, PA 15071</td>
<td>412.788.7500</td>
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<tr>
<td>Washington County Center</td>
<td>Admissions Office Washington Crown Center 1500 West Chestnut Street Washington, PA 15301</td>
<td>724.223.1012</td>
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Community College of Allegheny County (CCAC)

Since its founding in 1966, CCAC has flourished, becoming the educational powerhouse it is today—a nationally renowned two-year college dedicated to serving all members of the community. From groundbreaking student success initiatives to top-ranked academic and career-based programs, CCAC continues to be the college of choice for nearly one out of three adults in the Greater Pittsburgh metropolitan region.

Every year, more than 25,000 students enroll at CCAC, taking advantage of more than 160 degree, certificate, diploma and transfer programs while thousands more access noncredit and workforce development courses. Comprising four campuses and four neighborhood centers, as well as other off-site locations, CCAC is honored to have one of the largest veteran student populations in the state and takes pride in ranking among the nation’s top community colleges for the number of individuals graduating in nursing and other health-related professions.

CCAC graduates have transferred to the nation’s most prestigious colleges and universities, have obtained the most academically challenging and competitive degrees and can be found at leading companies, organizations and institutions throughout the country. CCAC alumni are actively engaged in every sector of society, providing leadership to scores of economic, scientific, civic and philanthropic entities both in the Pittsburgh region and around the world. Visit ccac.edu to learn more.

Notifications of nondiscrimination and contact information can be found at ccac.edu/nondiscrimination.