

## USF Dual Enrollment Checklist for Students

**For New students start with Number 1**

**For returning students:** If you have not missed 2 semesters in a row (including summer semester), continue with number 5 below with the class selection and meet with your counselor/ homeschool administrator.

**If you have missed 2 semesters in a row:** (including summer semester), you must complete a NEW USF DUAL ENROLLMENT APPLICATION

- 1. Meet 3.5 GPA and testing requirements

ACT: 21 Reading / 21 Mathematics

**(Offered at State Colleges)**

CPT (Accuplacer): 256 Reading / 253 Writing / 250 AAF **(Students must Apply as Non-Degree Students and Have a U#, Must bring Photo I.D.)**

- 2. Apply as Non-Degree USF High School Dual Enrollment Student (deadlines on website) **DO NOT PAY**  
If not completed correctly, your academic account will be put on hold.  
Complete medical history form with immunization records (check box to decline meningitis/hepatitis)  
Complete residency information
- 3. Set up your Net ID which is your USF Email-you will be sent your U number to your USF email  
Refer to <https://www.usf.edu/early-university-programs/dual-enrollment/admission-process.aspx>
- 4. Fill out Dual Enrollment Informational Approval Form 1 found on the website: <https://www.usf.edu/early-university-programs/forms.aspx>
- 5. Watch the YouTube video on how to look up classes in My USF Oasis:  
<https://www.usf.edu/registrar/register/index.aspx>
- 6. Using your planning sheet, select courses for which you have met requirements and get the 5-digit CRN (*course reference number*) to give to your counselor, along with the course prefix, number, course name, and modality (online-AD, Tampa campus-CL). Select alternative courses in case your first choices are full. Select multiple CRNs for the same courses in order to have a back-up in case that class is full. (Example: MAC 1105, College Algebra, CRN 11111, CRN 22222, or CRN 33333; AD codes mean all online. The CL code means the course is on a campus)
- 7. Meet with your high school counselor/ 11(ho3)5(x)11(,)4( )-4(nu)14(m)s3nse14e0 G[ JTUEMC /P A#CID 19/F2