



## Dual Enrollment at a Glance

- Communicate your interest in Dual Enrollment with your family (parent/legal guardian) and your assigned counselor
- Visit the CCSD Dual Enrollment Website to obtain general information about DE [Dual Enrollment \(cobbk12.org\)](http://cobbk12.org) and participate in the CCSD Dual Enrollment Summit on **August 28, 2025 from 6pm-8pm**
- Schedule an Individual DE Advisement Session with Mrs. Hollinhead-CHHS DE Advisement Counselor using the link below
  - [Mrs. Hollinhead \(office365.com\)](http://office365.com)
- Plan to meet when you have 45-60 minutes to discuss the DE requirements and your next steps in the process
- Apply to the college of your choice, submitting all required documents required by the college, which may include:
  - Requesting an official transcript, if required by the Submit
  - SAT/ACT/PSAT/Accuplacer scores directly to the college
- Submit required paper to Mrs. Hollinhead (electronic Student Participation Agreement/funding application on GA futures, CCSD Local School Agreement, any additional CHHS DE documents)
- Provide a copy of college schedule to the school counselor
- Reminder- All students must be classified as a full-time student for fall and spring semesters, per CCSD policy

- Scheduling will be based on your assigned Session and the Cobb Horizon Quarter course offerings. Your DE Advisement counselor will work with you to determine the courses to be taken at CHHS in conjunction with your DE courses
- Students, please consider travel times to/from the college and high school campuses, based on the high school bell schedule; absences and tardies are unexcused
- **Deadlines-** It is important to note that college deadlines often differ from the deadlines set below and may be earlier. Once these deadlines have passed, students can no longer apply, even if the college has extended their deadline.
  - **Cobb Horizon's Priority Deadlines are:**
    - Summer- May 1      Fall-May 1      Spring-November 1
  - **CCSD DE Deadlines are:**
    - Summer- May 1      Fall-May 1      Spring- November 1

**A few quick reminders:**

- If a student withdraws from a DE course after the first ten days of the CCSD High School term regardless of the college drop/add and withdrawal policies, the withdrawing student will receive the grade of 10 in the course, which shall be recorded on the transcript (CCSD Admin Rule IHF-R).
- Students should NOT change their college schedule without high school counselor approval. Students will also need to add an additional class to be considered full-time.
- Additionally, students become ineligible to continue to receive Dual Enrollment funding after their 2nd course withdrawal.

If you have additional questions about DE at Cobb Horizon, please contact Mrs. Hollinhead at [keeva.gatlin-hollinhead@cobbk12.org](mailto:keeva.gatlin-hollinhead@cobbk12.org) or at 678-594-8240 ext. 021 to schedule an appointment. Thank you for interest and we look forward to hearing from you soon.