



DUAL ENROLLMENT STUDENT GUIDE

A DUAL ENROLLMENT STUDENT'S
ACADEMIC TOOL TO SUCCESS.

VALENCIA COLLEGE

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 **Valencia College Dual Enrollment**

 **VCDualEnroll**

 **VCDualEnrollment**

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CONGRATULATIONS ON BECOMING A DUAL ENROLLMENT STUDENT

The dual enrollment team is excited to welcome you to Valencia College's dual enrollment program. We recognize your hard work and congratulate you for such a significant achievement in your academic career. For the fall 2017 semester, we received over 3,800 applications; of which 64 percent of the students were accepted. Dual enrollment students come from a variety of schools throughout the district. In fall 2017, 69 percent were Orange County Public School students, 24 percent were Osceola County Public School students, 5 percent were private school students, 1.5 percent were homeschool students and less than 1 percent were middle school students.

We recognize that starting college courses while still in middle or high school can be daunting. This resource guide was designed for dual enrollment students like you to provide pertinent information that will guide you to success. Do not forget that throughout your dual enrollment journey, we are here to provide you with guidance along the way and answer any questions that may arise. We look forward to collaborating with you and seeing you succeed in our program.

- The Valencia College Dual Enrollment Team

DUAL ENROLLMENT PROGRAM



WHAT IS DUAL ENROLLMENT (DE)?

The dual enrollment program enables qualified public, private and homeschool students an opportunity to participate in an academic acceleration program. Dual enrollment allows students to pursue an advanced curriculum that earns them both high school and college credit, simultaneously.

BENEFITS OF DUAL ENROLLMENT:

- › Get a head start on earning college credit
- › Gain access to college resources and campus life
- › Explore interesting subjects through a variety of course offerings
- › Engage with different instructional methods available: classroom, online or hybrid
- › Experience the college atmosphere
- › Offset the cost of a college education
- › Stand out among your peers

FALL 2018 ACADEMIC CALENDAR

This academic calendar only applies to courses taught at Valencia College campuses. Dual enrollment courses that take place at a high school should follow the Orange County Public Schools (OCPS) or School District of Osceola County's (SDOC) calendar.

AUGUST 2018							SEPTEMBER 2018						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4							1
5	6	7	8	9	10	11	2	3	4	5	6	7	8
12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30	31		23 30	24	25	26	27	28	29

OCTOBER 2018							NOVEMBER 2018						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6					1	2	3
7	8	9	10	11	12	13	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24
28	29	30	31				25	26	27	28	29	30	

DECEMBER 2018						
SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Important Dates
 No Classes
 Final Exams Period

AUGUST

27: First Day of Classes

SEPTEMBER

3: Labor Day
(College Closed)

4: Drop Deadline

OCTOBER

9: College Night
(No classes for Osceola, Lake Nona, Poinciana)

11: College Night
(No classes for West, East, Winter Park)

NOVEMBER

21 - 23: Thanksgiving Break
(College Closed)

DECEMBER

10 - 16: Final Exams Period
21 - 31: Winter Break
(College Closed)



SPRING 2019 ACADEMIC CALENDAR

This academic calendar only applies to courses taught at Valencia College campuses. Dual enrollment courses that take place at a high school should follow the Orange County Public Schools (OCPS) or School District of Osceola County's (SDOC) calendar.



JANUARY 2019						
SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

FEBRUARY 2019						
SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

MARCH 2019						
SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

APRIL 2019						
SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

MAY 2019						
SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

- Important Dates
- No Classes
- Final Exams Period

For more information about the Academic Calendar, visit valenciacollege.edu/calendar

JANUARY

1: New Year's Day
(College Closed)

7: First Day of Classes

14: Martin Luther King Jr. Day
(College Closed)

15: Drop Deadline

FEBRUARY

15: No Classes - Learning Day

MARCH

11 - 17: Spring Break
(College Closed)

APRIL

22 - 28: Final Exams Period

MAY

5: Commencement Ceremony
27: Memorial Day
(College Closed)

ACADEMIC GUIDANCE

DUAL ENROLLMENT 101

VALENCIA STUDENT ID CARD:

You will need a Valencia ID card to access the campus library, for testing purposes, to receive discounts in the community, among other benefits. You can request a Valencia ID card for free by visiting your Campus Security Office with a valid ID (example: driver's license or school ID) and a physical copy of your Student Detail Schedule (can be found in Atlas).

TRANSPORTATION:

As a student at Valencia, you will be able to ride the LYNX system absolutely free. Bring your Valencia ID to your Campus Security Office to pick up an official LYNX sticker validation. To ride for free, show your Valencia ID with the LYNX sticker validation upon boarding the bus.

PARKING:

Vehicles parked on Valencia College premises without a parking permit are at risk for being towed or being issued a parking violation. To avoid this, request your student parking decal free of cost.

Steps to request parking decal:

1. Log into your Atlas account
2. Select the Courses tab
3. Click on Registration
4. Select My Parking Permit

TEXTBOOKS:

Orange County Public School students:

Once you have completed your official registration, print a Student Detail Schedule from Atlas. Present the schedule to your guidance counselor to redeem a textbook voucher. Once you have obtained a voucher, you must personally go to the campus' bookstore associated to the course. If you are taking courses on multiple campuses or online, you must visit the specific campus bookstore(s). Online courses are assigned to a specific campus. You will have until the second week of classes at Valencia to pick up your textbooks.

Osceola County Public School students:

Once you have completed your official registration, print a Student Detail Schedule from Atlas. Present your printed detailed schedule to your high school DE representative for approval. Once your schedule has been approved and stamped, you can visit the Osceola County District bookstore for textbook pickup. Textbooks must be retrieved before the second week of classes.

Homeschool and private school students:

You are responsible for purchasing your own textbooks.

COLLEGE DICTIONARY

- › **Academic Probation:** Two consecutive terms of academic warning. Once a student is placed on academic probation, they are no longer eligible for the dual enrollment program.
- › **Academic Warning:** A student's academic standing after earning a term grade point average (GPA) of less than 2.0 at Valencia College.
- › **Academic Year:** Year that begins with the fall term (August to December), extends through spring term (January to April) and ends with the summer term (May to August).
- › **Advanced Placement (AP):** College credits earned at the high school through certain examinations, such as those administered through the College Board.
- › **Course Load:** Number of credits a student takes in a term.
- › **Drop Course:** Procedure a student uses at specific times to remove a course from his/her class schedule without penalty.
- › **FLEX courses:** Accelerated courses that are shorter than the full-term semester. Dual enrollment students are not eligible for FLEX courses during fall and spring.
- › **Grade Forgiveness:** Refers to one grade in a course replacing another grade in the same course when certain conditions are met. A student can retake a course for grade forgiveness, when an original grade of a D, F or W is obtained in a course. There is a maximum of one grade forgiveness retake per course as a dual enrollment student.
- › **Hybrid courses:** Mixed-mode courses where students do not meet for face-to-face class every week. The professor determines the frequency of the face-to-face class meetings, the rest of the course load is completed online.
- › **Registration:** The process of selecting courses and class times for an academic term.
- › **Withdrawal 'W':** Removing a course from your student schedule after the drop/refund deadline. Dual enrollment students are allowed a maximum of one withdrawal. If a student obtains more than one withdrawal, they become ineligible for the dual enrollment program.

COURSE PLACEMENT

PREREQUISITES:

Some courses at Valencia College require prerequisites. Prerequisites can be other college courses, high school classes and/or test scores that are required in order to be able to register for a course.

ADVANCED PLACEMENT (AP) EXAMS:

It is your responsibility to submit AP exam scores in the appropriate time needed for Valencia to receive and process the scores; processing time is approximately five weeks. To send AP exam scores to Valencia, log into your College Board account and request scores to be sent to Valencia College. For more information about college course credit upon AP scores, visit: fldoe.org

HIGH SCHOOL COURSES:

We encourage you to meet with your high school DE representative to obtain an unofficial high school transcript or a list of high school classes that you have taken prior to meeting with the Valencia dual enrollment (DE) advisor. This will help ensure that you enroll in the appropriate Valencia courses that will grant you high school credit.

COLLEGE LEVEL EXAMINATION PROGRAM (CLEP):

CLEP is a series of standardized tests that helps you receive college credit for what you already know, for a fraction of the cost of a college course. CLEP exams are available for a wide range of subjects. The CLEP is offered at Valencia College and costs \$105 per test. CLEP exams with a score of 50 or higher receive credit for a college course. For more information about the CLEP, visit:

valenciacollege.edu/assessments/clep

COMPUTERIZED PLACEMENT TEST (CPT-I):

The CPT-I is used to determine if you are eligible for a higher-level math, such as trigonometry, calculus, precalculus, statistics, etc. You may take the CPT-I in order to place into a higher math course. Please note that you will not receive credit for the lower-level course(s) that you do not take. The CPT-I is offered through Valencia College and is free of cost the first time taking the test. There is a \$10 retake fee per test. For more information about the CPT-1, visit:

valenciacollege.edu/assessments/pert/cpt-i.cfm

MATH PLACEMENT:

Math placement is solely based on your SAT, ACT, PERT or EOC (only OCPS) score. Orange County Public/Charter School students using EOC scores will have to contact the DE office to add/remove Valencia courses from their schedule. See table below.

Exam	Minimum Math Score	Math Placement
PERT	123	College Algebra
	114	Intermediate Algebra
ACT	21	College Algebra
	19	Intermediate Algebra
SAT	26.5	College Algebra
	24	Intermediate Algebra
ONLY ORANGE COUNTY PUBLIC/CHARTER SCHOOL STUDENTS		
PERT	96	College Mathematics or Intro to Statistical Reasoning
EOC Algebra I	3 or higher	Intermediate Algebra or College Mathematics or Intro to Statistical Reasoning

ENGLISH PLACEMENT:

Orange County Public/Charter School students using FSA scores will have to contact the DE office to add/remove Valencia courses from their schedule. See table below.

Exam	Minimum Score	English Placement
ONLY ORANGE COUNTY PUBLIC/CHARTER SCHOOL STUDENTS		
FSA Language Arts	3 or higher	Freshman Composition I

REGISTERING FOR COURSES



WHICH COURSES SHOULD I TAKE?

The purpose of dual enrollment is to prioritize meeting high school requirements while gaining college credits, simultaneously. According to the Florida Department of Education, the requirements for a high school diploma are:

- › 4 English credits
- › 4 Math credits
- › 3 Science credits
- › 3 Social Science credits
- › 1 Physical Education credit
- › 8 Elective credits
- › 1 Fine Art, Speech or Practical Art credit
- › 2 World Language credits (in the same language)
- › 1 Online course

For more information about high school requirements, visit: fldoe.org/academics/graduation-requirements

HOW CAN I FIND OUT WHICH COLLEGE COURSES CAN TRANSFER BACK TO MY HIGH SCHOOL?

We encourage you to speak with your high school DE representative to discuss unmet high school requirements before meeting with a Valencia DE advisor. All eligible dual enrollment courses will count as high school core or elective credit. To further discuss college courses and how they transfer to your high school, schedule an appointment with a Valencia DE advisor at valenciacollege.edu/dualadvising. The Florida Department of Education provides an extensive list of college courses and the high school course equivalencies at:

fldoe.org/core/fileparse.php/5421/urlt/0078394-delist.pdf

CAN I REGISTER FOR ANY COLLEGE COURSE OFFERED BY VALENCIA COLLEGE?

No. Dual enrollment students are not eligible for FLEX courses (during fall or spring), physical education courses, any courses that are less than three credit hours, or intermediate- and advanced-level courses specific to a major.

WHAT IS THE MAXIMUM NUMBER OF CREDITS THAT I CAN REGISTER FOR?

You may register for a maximum of 13 credits at Valencia (four courses) for the fall and spring semesters. You may register for a maximum of 7 credits at Valencia (two courses) during the summer semester. If you are a full-time student—enrolled in four courses at Valencia College—then you are not required to take any courses in high school, but can enroll in up to two high school courses.

WHAT DO I HAVE TO DO TO MAINTAIN MY DUAL ENROLLMENT STUDENT STATUS?

The dual enrollment program requires you to maintain a minimum 3.0 high school GPA and a minimum 2.0 Valencia College GPA per semester, with a maximum of one withdrawal. Communication with your Valencia DE advisor and high school DE representative is highly encouraged since it will help you to stay on track. All dual enrollment students are required to follow the policies listed on the Underage Agreement and/or Homeschool Articulation Agreement (if applicable).

HOW DO I KNOW WHAT TOPICS ARE COVERED IN A COURSE OR IF IT HAS PREREQUISITES?

Accessing valenciacollege.edu/courses allows you to view the course descriptions and any prerequisites (if applicable).

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

This document is an unofficial record of your academic progress.
See valenciacollege.edu/catalog for graduation requirements.

Students are strongly encouraged to take courses that relate to their intended bachelor's degree program. See an advisor for details.

AREA 1. COMMUNICATIONS (12 CREDITS)

- › Complete both ENC 1101 and ENC 1102 with a minimum grade of C.
- › Complete SLS 1122.
- › Complete either SPC 1608 or SPC 1017.

Grade	Course Number	Title	Credits
	ENC 1101	Freshman Composition I*	3
	ENC 1102	Freshman Composition II*	3
	SLS 1122	New Student Experience	3
	SPC 1608	Fundamentals of Speech	3
	OR		
	SPC 1017	Interpersonal Communication	3

* Gordon Rule (GR) courses, minimum grade of C.
~ Requires ENC 1101

AREA 2. HUMANITIES (6 CREDITS)

- › Complete three credits from Core and three credits from Institutional.
- › One course must be Gordon Rule with a minimum grade of C.

Core: Complete three credits from this area.			
Grade	Course Number	Title	Credits
	ARH 1000	Art Appreciation	3
	HUM 1020	Introduction to Humanities	3
	LIT 1000	Introduction to Literature	3
	MUL 1010	Music Appreciation*-	3
	PHI 2010	Philosophy	3
	THE 1000	Introduction to Theater	3

Transfer course(s) evaluated as CORE HUM.

Institutional: Complete three credits from this area.			
Grade	Course Number	Title	Credits
	HUM 2220	Greek and Roman*-	3
	HUM 2223	Late Roman and Medieval*-	3
	HUM 2232	Renaissance and Baroque*-	3
	HUM 2234	Enlightenment and Romanticism*-	3
	HUM 2250	Twentieth Century*-	3
	HUM 2310	Mythology*-	3
	HUM 2410	Asian Humanities*-	3
	HUM 2461	Latin American Humanities*-	3
	REL 2300	World Religions*-	3
	ARC 1701	History of Architecture I*-	3
	ARH 2051	Introduction to Art History II*-	3
	MUT 1111	Music Theory I	3
	PHI 2600	Ethics and Critical Thinking*-	3

AREA 3. MATHEMATICS (6 CREDITS)

- Complete three credits from Core and three credits from either Core or Institutional.
- Gordon Rule. Minimum grade of C required for Core and Institutional.

Core: Complete at least three credits from this area.			
Grade	Course Number	Title	Credits
	MAC 1105	College Algebra*	3
	MGF 1106	College Mathematics*	3
	MGF 1107	Math for the Liberal Arts*	3
	MAC 2311	Calculus with Analytic Geometry I*	5
	STA 2023	Statistical Methods*	3

Transfer course(s) evaluated as CORE MATH.

Institutional: Complete three credits from this area OR Core.			
Grade	Course Number	Title	Credits
	MAC 1114	College Trigonometry*	3
	MAC 1140	Precalculus Algebra*	3
	MAC 2312	Calculus with Analytic Geometry II*	5
	MAC 2233	Calculus for Business and Social Science*	3

*Gordon Rule (GR) courses, minimum grade of C.
~ Requires ENC 1101

AREA 4. SCIENCE (6 CREDITS)

- Complete three credits from Core and three credits from either Core or Institutional.

Core: Complete at least three credits from this area.			
Grade	Course Number	Title	Credits
	AST 1002	Astronomy	3
	BSC 1005	Biological Science	3
	BSC 1005L	Lab in Applied Biology	1
	BSC 1005C	Biological Science (combined with lab)	4
	BSC 1010C	General Biology I	4
	CHM 1020	Chemistry in Everyday Life	3
	CHM 1045C	General Chemistry with Qualitative Analysis	4
	ESC 1000	Earth Sciences	3
	EVR 1001	Introduction to Environmental Science	3
	PHY 1020	Conceptual Physics	3
	PHY 2048C	General Physics with Calculus I	4
	PHY 2053C	College Physics I with Algebra and Trigonometry	4

Transfer course(s) evaluated as a CORE SCIENCE.

Institutional: Complete three credits from this area OR Core.			
Grade	Course Number	Title	Credits
	BOT 2010C	Botany	4
	BSC 1011C	General Biology II	4
	BSC 1020	Human Biology	3
	BSC 1020C	Human Biology (combined with lab)	4
	BSC 1026	Biology of Human Sexuality	3
	BSC 1421C	Introduction to Biotechnology	4
	BSC 2093C	Human Anatomy and Physiology I	4
	BSC 2094C	Human Anatomy and Physiology II	4
	CHM 1025C	Introduction to General Chemistry	4
	CHM 1046C	Chemistry with Qualitative Analysis II	4
	GLY 2010C	Physical Geology	4
	GLY 2160	Geology of National Parks	3
	MET 1010	Introduction to Meteorology	3
	OCB 1000	Introduction to Marine Biology	3
	OCE 1001	Introduction to Oceanography	3
	PHY 2049C	General Physics with Calculus II	4
	PHY 2054C	College Physics II with Algebra and Trigonometry	4
	MCB 2010C	Microbiology	4



AREA 5. SOCIAL SCIENCES (6 CREDITS)

➤ Complete three credits from Core and three credits from Institutional.

Core: Complete three credits from this area.			
Grade	Course Number	Title	Credits
	POS 2041	U.S. Government	3
	AMH 2020	U.S. History 1877 to Present	3
	ANT 2000	Introductory Anthropology	3
	ECO 2013	Principles of Economics-Macro	3
	PSY 2012	General Psychology	3
	SYG 2000	Introductory Sociology	3

Transfer course(s) evaluated as CORE SOCIAL SCIENCE.

Institutional: Complete three credits from this area.			
Grade	Course Number	Title	Credits
	EUH 2000	Ancient and Medieval Western Civilization*~	3
	EUH 2001	Modern Western Civilization*~	3
	INR 2002	International Politics*~	3
	POS 2112	State and Local Government*~	3
	ASL 2510	Deaf Culture	3

*Gordon Rule (GR) courses, minimum grade of C.

~ Requires ENC 1101

AREA 6. ELECTIVES (24 CREDITS)

› Students are encouraged to take electives that relate to their intended bachelor's degree.

Grade	Course Number	Title	Credits
	AMH 2010	United States History to 1877	3
	MAT 1033C	Intermediate Algebra	3

› Valencia's college-level foreign language proficiency requirement can be satisfied in different ways. You may complete two credits (two consecutive years) of high school instruction in one language other than English with a passing grade each year as documented on your official high school transcript. You may also complete the foreign language requirement at Valencia by completing two courses in the same language from the table below.

Foreign Language Proficiency Requirement: Complete one of the following sequences in a single foreign language with a minimum grade of C.			
Grade	Course Number	Title	Credits
	ARA 1120	Elementary Arabic I	4
	AND ARA 1121	Elementary Arabic II	4
	ASL 2140	American Sign Language I	4
	AND ASL 2150	American Sign Language II	4
	FRE 1120	Elementary French I	4
	AND FRE 1121	Elementary French II	4
	GER 1120	Elementary German I	4
	AND GER 1121	Elementary German II	4
	ITA 1120	Elementary Italian I	4
	AND ITA 1121	Elementary Italian II	4
	LAT 1120	Elementary Latin I	4
	AND LAT 1121	Elementary Latin II	4
	POR 1120	Elementary Portuguese I	4
	AND POR 1121	Elementary Portuguese II	4
	POR 1340	Portuguese for Heritage Speakers I	4
	AND POR 1341	Portuguese for Heritage Speakers II	4
	SPN 1120	Elementary Spanish I	4
	AND SPN 1121	Elementary Spanish II	4
	SPN 1340	Spanish for Heritage Speakers I	4
	AND SPN 1341	Spanish for Heritage Speakers II	4



COURSE REGISTRATION

TERM: _____

Valencia Course Title	Course Number	Credits
DAYS: (CIRCLE) TIME: _____ TO _____ CAMPUS: _____ M T W R F		
DAYS: (CIRCLE) TIME: _____ TO _____ CAMPUS: _____ M T W R F		
DAYS: (CIRCLE) TIME: _____ TO _____ CAMPUS: _____ M T W R F		
DAYS: (CIRCLE) TIME: _____ TO _____ CAMPUS: _____ M T W R F		

TOTAL _____



ADDITIONAL RESOURCES

SENEFF HONORS COLLEGE

Valencia College offers a variety of honors courses. Unlike high school honors courses, in order to be able to register for Valencia College honors courses you must apply and be accepted into the Seneff Honors College. The vision of the Seneff Honors College is to discover potential in students and inspire excellence. All highly-motivated students who desire to make the most of their Valencia experience are encouraged to apply. The Seneff Honors College is for students who want more from their college experience—more challenges, more opportunities, and more connections with fellow students and great professors. The Seneff Honors College is for people with a passion for learning. Admission of candidates into the program is a consideration of your potential beyond test scores or GPA.

Dual enrollment students demonstrate great leadership and organizational skills by taking college-level courses while attending high school and have shown an interest in maximizing their educational opportunities. These characteristics make students like you a great candidate for the Seneff Honors College. While you have some flexibility in designing an honors program to meet your individual needs, there are four basic tracks that lead to graduation from the Seneff Honors College:

- › Leadership track (the only track that can be completed in its entirety while in the dual enrollment program)
- › Global studies track
- › Interdisciplinary track
- › Undergraduate research track

A major emphasis of the Seneff Honors College is to teach you how to be a leader in your community, and in doing so awaken you to a new world of opportunities for personal, intellectual and civic growth. Honors classes are not just regular classes with additional work; they provide an entirely unique intellectual and co-curricular experience. In addition, classes are kept small—the average class size is 16 students. In honors courses, you will study and evaluate primary source materials rather than relying solely on textbooks. The classes help you to develop and sharpen your research skills. In addition, you will learn how to fashion original interpretations and analyses of course materials.

For more information about admission requirements and application process, visit: valenciacollege.edu/honors

LEARNING SUPPORT CENTERS AND TUTORING SERVICES

Valencia provides a variety of Learning Support Centers for currently enrolled students. The centers on each campus provide a multitude of support for many disciplines. Although the courses supported by the learning support department may vary on each campus, every center is equipped to provide assistance for the development of reading, writing and math skills. Many dual enrollment students are unaware of these services. However, all Valencia College students have the opportunity to utilize tutoring services, instructional software materials and other support materials. In addition, computer labs are available for use in completing Valencia coursework.

Tutoring is offered inside the Learning Support Centers on each campus. Valencia offers tutoring services at no charge to students for academic courses in which they are currently enrolled. You can also get tutoring online 24 hours a day, seven days a week through Smarthinking. Smarthinking is an online tutoring service free to all Valencia students that you can access in the Courses tab in Atlas via the “Tutoring (Online)-Smarthinking” link. They offer live tutoring in math, science, writing, business, and computers and technology. There is even a new feature for assistance with job interviewing skills. Nursing and Allied Health help is offered on select evenings. Help is just a click away.

For more information, visit: valenciacollege.edu/learning-support

Tutoring Center Contact Information		
Campus	Location	Phone number
West	Building 7, Room 240	407-582-1633
East	Building 4, Room 101	407-582-2540
Osceola	Building 4, Room 121	407-582-4856
Lake Nona	Building 1, Room 230	407-582-7106
Winter Park	Building 1, Room 136 Building 1, Room 138	407-582-6817 407-582-6912
Poinciana	The Plaza, Room 231	407-582-6118

CAREER CENTER

Many high school students find themselves debating on which career to pursue and dual enrollment students are not an exception. Located on most campuses, the Career Centers offer a variety of services to help you make career decisions, set career goals and conduct a job search. You may also use My Career Planner in Atlas to develop your plan.

Visit the Career Center to:

- › Take self-assessments and career assessments
- › Find out about various careers
- › Research options for careers available in your major or transfer plan
- › Examine profiles of colleges and universities
- › Get information on transfer requirements
- › Learn about current working environments, salary levels and job trends
- › Write a resume or cover letter
- › Develop successful interview techniques

In addition, the Career Center offers assistance with transitioning to a four-year college or university. Transfer manuals, catalogs and admissions guides for Florida colleges and universities, as well as for many out-of-state institutions, are available in the Career Center.

Career Center Contact Information		
Campus	Location	Phone number
West	SSB Building, Room 206	407-582-1464
East	Building 5, Room 230	407-582-2259
Osceola	Building 2, Room 125	407-582-4391
Winter Park	Building 1, Room 217	407-582-6882



FREQUENTLY ASKED QUESTIONS (FAQS)

1. Can I satisfy all high school requirements at Valencia?

No. All high school requirements can be satisfied, with the exception of world history and physical education.

2. How can I access my Student Detail Schedule?

Log into your Atlas account. Click on the Courses tab, then click Registration on the right-hand side. You will then see Student Detail Schedule.

3. How can I verify what textbooks I need for the courses I registered to take?

Once you have finalized your schedule, visit valenciacollege.edu, click on Quick Links and select Bookstore. Then, click on Valencia Campus Store Online followed by Go. Enter the information requested using your Student Detail Schedule, click Add and View Course Materials.

4. What is the difference between drop/refund and withdrawal?

Drop/refund allows you to add and remove courses from your schedule without penalty within the drop/refund period. Withdrawals remain on your college transcript and count against your withdrawal allotment for dual enrollment participation.

5. When does dual enrollment participation end?

Your dual enrollment participation ends in the spring semester of your senior year in high school.

6. Can my parent/legal guardian pay for extra courses/credits?

No. Payment cannot be received for increased coursework.

7. What is the cost for the dual enrollment program?

The dual enrollment tuition is free of cost. You will see a balance on your Atlas account until the end of the current semester, but you are not responsible for paying for it.

8. If I become ineligible to participate in the dual enrollment program, can I attend Valencia College after graduating from high school?

Yes. If dismissed from the dual enrollment program, you may continue with Valencia College after graduating from high school. Be sure to complete and submit the following: FAFSA, Florida residency forms, change of major form and final official high school transcript by the appropriate deadlines in order to register for courses as a degree-seeking student.

DUAL ENROLLMENT NEW STUDENT CHECKLIST



MEMORIZE VID

VID: _____



REGISTER FOR CLASSES



PICK UP VALENCIA COLLEGE STUDENT ID



GET STUDENT PARKING DECAL AND LYNX STICKER VALIDATION



PICK UP TEXTBOOKS



START CHECKING ATLAS EMAIL OFTEN



KNOW THE IMPORTANT DEADLINES



FAMILIARIZE YOURSELF WITH YOUR HOME CAMPUS



BECOME INVOLVED IN STUDENT ACTIVITIES

valenciacollege.edu/dual

VALENCIA COLLEGE

Valencia College provides equal opportunity for educational opportunities and employment to all. For more information, please visit valenciacollege.edu/equalopportunity

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