

Dual Enrollment Application Instructions

Spring 2022 Dates

- Application Available: Wednesday, September 15, 2021
- Application Deadline: Friday, October 15, 2021
- Assessment Score Deadline: Friday, November 5, 2021

1. Meet Application Criteria:

- Attend a Public/Charter School in Orange or Osceola County, an eligible private school in Orange or Osceola County, or be a Homeschool/FLVS student registered with the Home Education department at Orange or Osceola County.
- Have a 3.0 or higher unweighted high school cumulative GPA for grades 6-11 at the time of application or 3.0 or higher weighted high school cumulative GPA for high school seniors at time of application. (Not applicable to homeschool/FLVS applicants)
- Obtain eligible college-ready test scores through the PERT, ACT and/or SAT in all three sections (Reading, Writing/English and Math) by the assessment score deadline.

2. Apply For Admission:

- Make sure to have the following prior to starting the application:
 - Student email address – do not use your middle/high school student email.
 - Parent/Guardian email address – must be different from the student email.
 - DE School Representative email address – homeschool students must provide the parent/guardian email address.
 - Homeschool/FLVS applicants - You are required to provide the Letter of Verification of Home Education (LOV) from Orange or Osceola County in their official letterhead as part of the application. To obtain the LOV, please contact the following - Osceola County: 407-870-4847; Orange County: homeeducation@ocps.net
- Visit valenciacollege.edu/dual and click on the “Apply Now” button.
- Select “sign up” if this is your first time applying via this portal or login.
- Provide the requested information and click “submit”.
- Look for an email titled “Get Started on your Valencia College Application” – make sure to double check your spam/junk folders for it. Select “Create Password” and follow the instructions to create a new password.
- Select “Start a New Application”.
- Select “Yes” for “Are you currently in high school and looking to participate in the Dual Enrollment program?”. Select the application term. Click on “start application”.
- Homeschool/FLVS students: you must provide the same parent/guardian information for the “Dual Enrollment School Representative Approval” section. You are required to provide the Letter of Verification of Home Education from Orange or Osceola County as part of the application.
- Helpful Tips:
 - Make sure to carefully read all the application, provide all the required information, and proof-read all the information provided.
 - Misspelled information (email addresses, names, etc.) will result in delayed application processing.
 - Make sure to use the “save and continue” button while completing the application.
 - After submitting the student portion of the application, please make sure that your parent/guardian and DE school representative complete their approval form by the application deadline for your application to be considered.
 - Eligible assessment scores must be obtained by the assessment score deadline to be admitted to Dual Enrollment. Please refer to <https://valenciacollege.edu/students/assessments/dual-enrollment.php> for assessment information.