

**Welcome to Eastern Michigan University's Main Campus Dual Enrollment Program!**

Dual Enrollment provides an opportunity for public and charter high school students with demonstrated academic potential to enroll in selected Eastern Michigan University courses.

The purpose of our dual enrollment program is to supplement and enrich the high school experience by allowing students to pursue course work which otherwise would not be available to them. Students are expected to successfully complete all requirements for graduation mandated by their high school. After graduation, admission to a degree program at Eastern Michigan University will be granted provided the student meets the minimum admission criteria.

**ADMISSION CRITERIA**

Students with a cumulative grade point average (GPA) of 2.5 or higher are eligible for dual enrollment at EMU. Students must submit a recent high school transcript, ACT or SAT scores and AP test scores (if applicable) to EMU. These credits will become part of the student's college transcript.

Students applying to be dual enrolled are financially responsible for the class(es) for which they enroll and all applicable university fees. The costs for some dual enrolled students may be reimbursed to the student by the school district, students should discuss this with their school.

**APPLICATION PROCESS**

The following items must be completed and received **at least 14 days prior to the beginning of courses for semester of enrollment**:

- Dual enrollment application:** Available at: [www.emich.edu/dualenrollment](http://www.emich.edu/dualenrollment)
- School District "Letter of Authorization"** (From HS Counselor)
- School District "Payment Voucher"** letter or form (From HS Counselor)
- "Course Permission Form"**: Available at: [www.emich.edu/dualenrollment](http://www.emich.edu/dualenrollment)
- FERPA waiver:** Available at: [www.emich.edu/dualenrollment](http://www.emich.edu/dualenrollment)
- Copy of most recent high school transcript, ACT or SAT scores, and AP scores** (if applicable)

**Send all materials (at least 14 days prior to the beginning of courses for semester of enrollment) by:**

**Fax:** 734.487.0940; **Email:** [dual\\_enrollment@emich.edu](mailto:dual_enrollment@emich.edu); **Or In Person/Mail:**  
University Advising & Career Development Center  
Eastern Michigan University  
ATTN: Dual Enrollment  
200 McKenny Hall  
Ypsilanti, MI 48197

**REGISTRATION PROCESS**

Within 5 (five) business days following the receipt of all materials (listed on page 1), student will receive information (via email listed on application) detailing how to activate my.emich.edu account and registration information for approved course(s). Before classes begin, students must log into your my.emich.edu account to confirm course meeting times and location. Course room assignments often change after the course schedule is first published.

**BILLING PROCESS**

Paper bills are not mailed to students. You will receive notification in your EMU email account when your bill is available. Log onto <http://ebill.emich.edu> or call Student Business Services at 734-487-3335 to arrange payment.

For more information or questions regarding dual enrollment, please call 734.487.0400 or email [dual\\_enrollment@emich.edu](mailto:dual_enrollment@emich.edu).