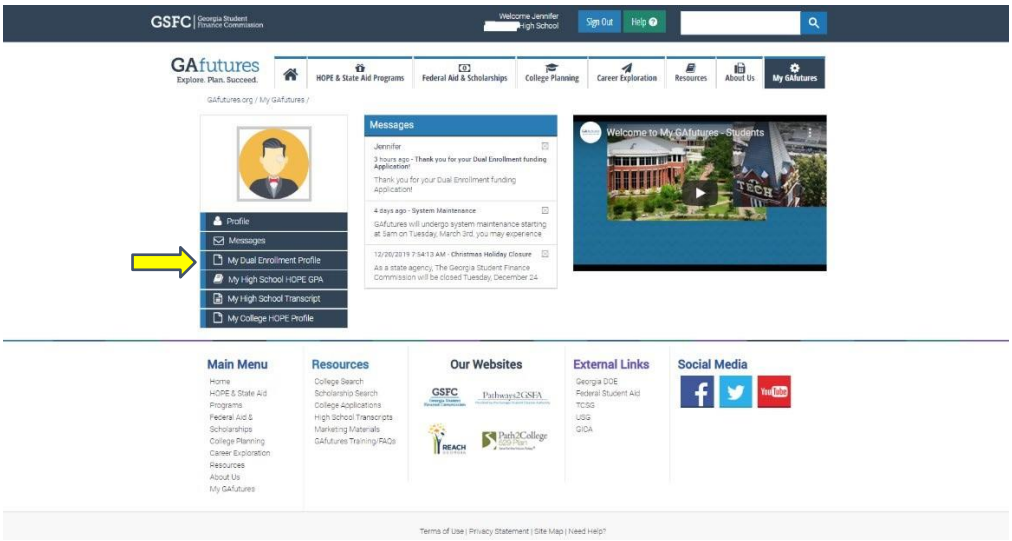
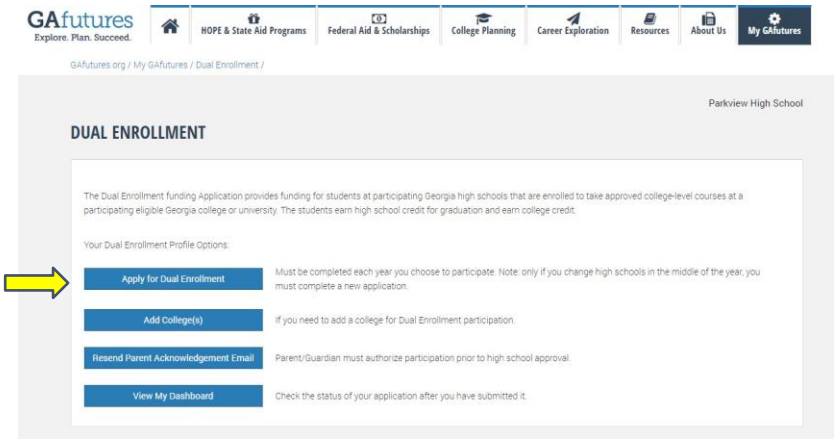
Dual Enrollment Online Funding Application and Student Participation Agreement

1) Open a web page and go to www.GAFutures.org and either LOG IN to your existing account OR Create an Account
2) Verify on your profile that your Full Name, Date of Birth and Social Security Number are entered correctly
3) Once you have checked your personal information click on the "My Dual Enrollment Profile" link on the right hand side (see photo)

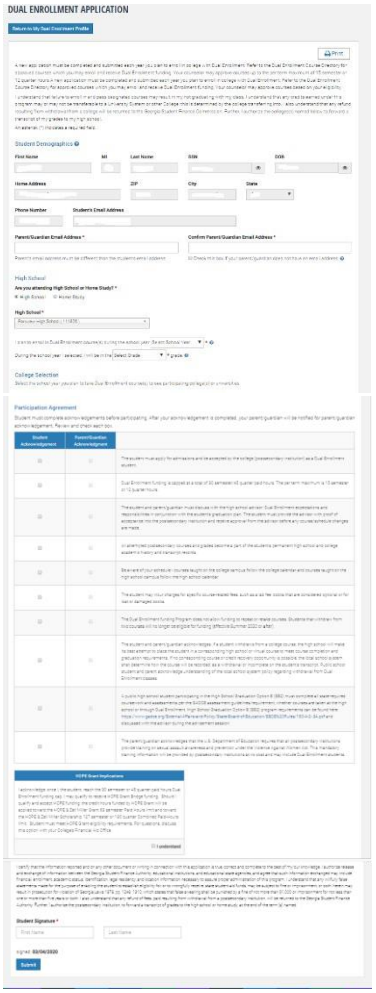


4) Once you go to the main Dual Enrollment page, click the link that says "The upcoming 2020-2021 school year"

5) Now, click the " Apply for Dual Enrollment" Link



6) You will then open the new Application and complete all sections. Please verify your information again. If anything is incorrect, you must go back to your profile to change it and start again.



** Your parent's email address CANNOT be the same as your personal email.

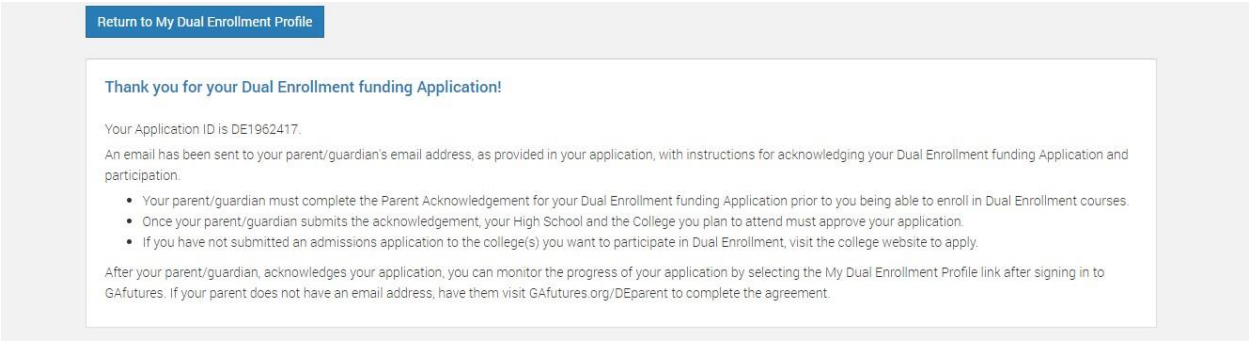
** If your parent's email was used to create your profile, you must change the email to your personal email in your profile, and then enter your parent's email account in the "Parent/Guardian Email" area.

Parent/Guardian Email must be VALID and different from the student's email account.

** If you do not know your parent or guardian's email account and/or if your parent does not have an email account, they will have to visit www.GAFutures.org/DEparent once you complete your section to log in and complete the form.

Students must check all of the boxes on the left side. Parent/Guardian will complete the right side

7) Once you complete the application, you will receive the following message:



Return to My Dual Enrollment Profile

Thank you for your Dual Enrollment funding Application!

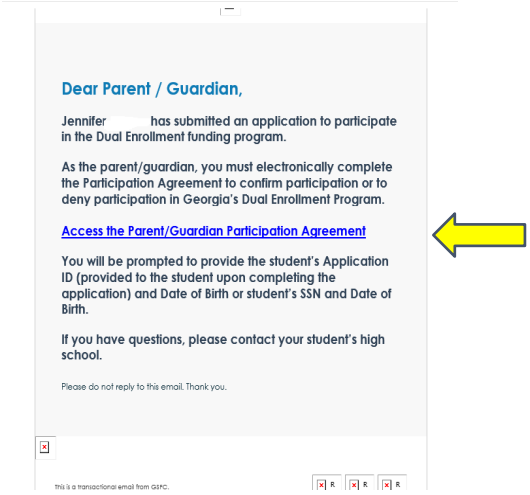
Your Application ID is DE1962417.

An email has been sent to your parent/guardian's email address, as provided in your application, with instructions for acknowledging your Dual Enrollment funding Application and participation.

- Your parent/guardian must complete the Parent Acknowledgement for your Dual Enrollment funding Application prior to you being able to enroll in Dual Enrollment courses.
- Once your parent/guardian submits the acknowledgement, your High School and the College you plan to attend must approve your application.
- If you have not submitted an admissions application to the college(s) you want to participate in Dual Enrollment, visit the college website to apply.

After your parent/guardian, acknowledges your application, you can monitor the progress of your application by selecting the My Dual Enrollment Profile link after signing in to GAfutures. If your parent does not have an email address, have them visit GAfutures.org/DEparent to complete the agreement.

8) Your Parent/Guardian will receive an email at the address you provided that looks like this:



Dear Parent / Guardian,

Jennifer has submitted an application to participate in the Dual Enrollment funding program.

As the parent/guardian, you must electronically complete the Participation Agreement to confirm participation or to deny participation in Georgia's Dual Enrollment Program.

Access the Parent/Guardian Participation Agreement

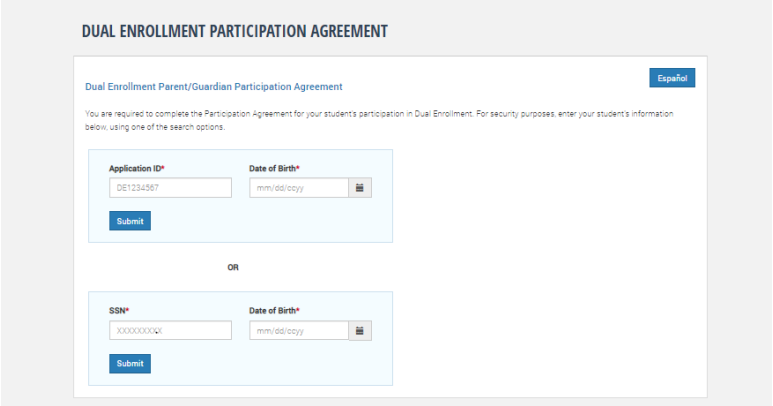
You will be prompted to provide the student's Application ID (provided to the student upon completing the application) and Date of Birth or student's SSN and Date of Birth.

If you have questions, please contact your student's high school.

Please do not reply to this email. Thank you.

This is a transactional email from GSFC.

9) Parents must click on the link and will be taken to a page that looks like this:



DUAL ENROLLMENT PARTICIPATION AGREEMENT

Español

Dual Enrollment Parent/Guardian Participation Agreement

You are required to complete the Participation Agreement for your student's participation in Dual Enrollment. For security purposes, enter your student's information below, using one of the search options.

Application ID* DE1234567 Date of Birth* mm/dd/ccyy

Submit

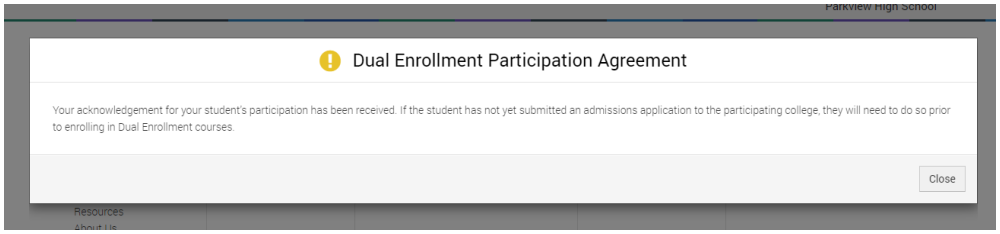
OR

SSN* XXXXXXXXX Date of Birth* mm/dd/ccyy

Submit

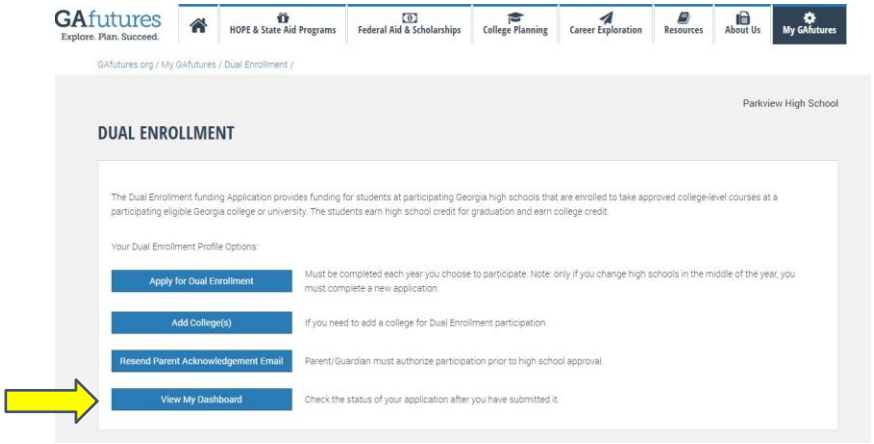
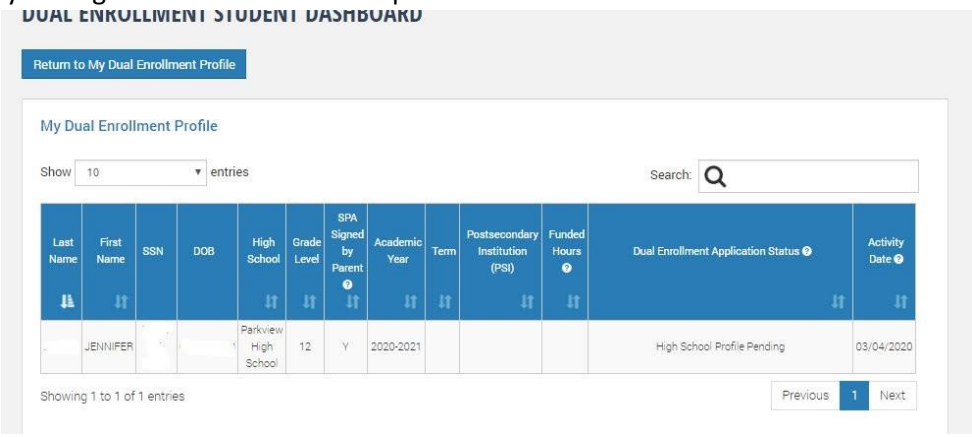
Parent can use either the Application ID (sent to the student via email once they apply) and Date of Birth OR they can use the student's Social Security Number and Date of Birth to Log in.

10) Once the parent is logged in, they will have to complete the online form and submit it. They will then see a message that looks like this:



11) Once both of these steps are completed, the student can view their Dual Enrollment Dashboard by going back to the Dual Enrollment Page and clicking the "The Upcoming 2020-2021 School Year" Link Again

12) Once there they can click the "View My Dashboard" link



13) Students will then see the status of their Dual Enrollment Application and can track when their Parent/Guardian signs and when your High School Counselor completes the form.