ADMISSION STEPS FOR THE COLLEGE ACADEMY DUAL ACHIEVEMENT PROGRAM

STEP 1

Someone interested in the College Academy must first send a PDF of their most recent high school transcript to:

jonathon.huber @chattahoocheetech.edu.

The transcript will be reviewed to determine the candidate's eligibility for the program, based on the number of core subject credits they have completed.

STEP 2

After eligibility has been determined, our admissions department will reach out to the candidate and their parent/guardian to set up a phone or in-person meeting. To be discussed is the candidate's area of interest in relation to the diploma or certificate options they may want to pursue, as well as College Academy guidelines and expectations. This will help the candidate discern whether the program is the best option for them.

STEP 3

If the candidate, their parent/guardian, and the College Academy admissions department all conclude that the program aligns with the candidate's interests and goals, a link to the online Dual Achievement application will be sent to them.

STEP 4

Pursuant to the submission of the online application, the following documentation must be provided by the candidate:

- A form of identification proving the candidate's lawful presence in the United States
- A signed Dual Achievement Acknowledgment Form, agreeing to the guidelines and expectations of the program
- An official high school withdrawal form

STEP 5

After all necessary documentation has been received by the registrar, the candidate is officially admitted to the College Academy. Our program's academic counselor will then guide the new student through an orientation process, as well as enrollment in their first high school/college courses at Chatt Tech.

STEP 6

• Complete the dual enrollment funding application/student participation agreement through GAfutures.org.

• This is a multi-step process:

A: Student must have or create a GAfutures account.

B: Student must complete the GAfutures Dual Enrollment funding application/student participation agreement.

C: Parent must approve the completed dual enrollment funding application/student participation agreement. An approval email from GAfutures will automatically be sent to parent once student completes Step B.