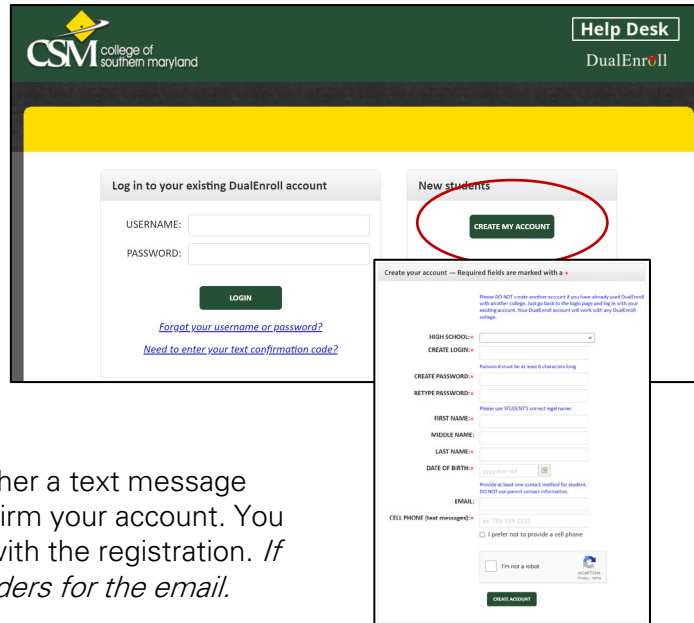


Welcome to the Dual Enrollment program at College of Southern MD! CSM now provides a convenient online registration process using DualEnroll.com. Here's how to register for the dual credit for your high school course(s).

First Time Students - Create an Account

You can register by computer or right on your smart phone by visiting <https://csmd.dualenroll.com> and clicking on **CREATE MY ACCOUNT**.

Complete the **New Student Registration** form to create your account. Provide all information including a login name and password. All fields marked with a red asterisk (*) are required. You must provide either an email account or cell phone number to create the account. *If a cell phone is used, standard text message rates apply.*



Once you click **CREATE ACCOUNT**, you'll receive either a text message with an activation code or an email with a link to confirm your account. You must confirm your account before you can proceed with the registration. *If using email, be sure to check your junk and spam folders for the email.*

After confirming your account, you'll be asked to complete an Admissions Application. As you complete the application, be sure to fill all required fields which are marked with an asterisk and click the **update** button after completing a step to move from one part of the application to the next.

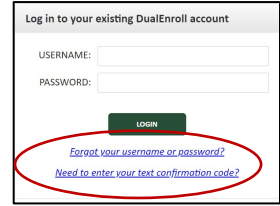
Providing your Social Security Number is required to register for classes.

You can always go back and edit any of the steps by clicking on your Profile tab at the top of the screen.

After completing this application, your account is now ready for use, and you can begin registering for courses.

Student Guide - Course Registration

Course Registration is done in your DualEnroll account. If you've forgotten your username or password, we have you covered. You can retrieve your username and/or reset your password using the link on the login screen. You can also enter a Help Desk ticket by clicking the Help Desk button in the upper right corner of the screen.



Section	Type	Instructor	Location	Days/Time	Start/End Date	Options
83859 Spring 2023	🏫	Edward Purcell		(Face-to-face)	01/17/23 - 03/06/23	Register
83881 Spring 2023	🏫	Jennifer Narehood		(Face-to-face)	03/20/23 - 05/05/23	Register

Register for Course(s):

Once you are logged into your account, click on the **Courses** tab to review a list of available courses.

You'll want to find the CSM course that is equivalent to the high school course you're taking. (Refer to the info letter you've received or ask your high school instructor if you are unsure which course to select.)

When you've selected the course, you may see different sections to choose from. Find the section with your current high school course instructor and click the **REGISTER** button to start the registration process.

Your part of the registration is done for now. You will receive an email letting you know when your registration is complete or if more information is needed.

If you are taking more than one high school course eligible for Dual enrollment, you may register for other courses under the Courses tab, or check your registration status under the Status tab.

Parent Consent

After a student initiates the registration process, the parent will receive ongoing email and/or text notifications. The notifications will either provide you with an update on the status OR request consent to register for given term. *Note, sometimes the email notifications are delivered to your JUNK or SPAM folder – check these folders for the notifications.*

Note: Parents do not have accounts that allow you to log into the system; only students can log directly into DualEnroll.com.