



→ Dual Enrollment

A Program for Qualified High School Juniors and Seniors



Agenda

What is Dual Enrollment?

- Program Overview
 - Benefits
-

Dual Enrollment Options and Info

- Dual Enrollment at CSM
- Dual Enrollment in the High Schools
- Admissions Steps
- Admissions Deadlines

Related Items

- Transfer Information
- CTE Program
- Gifted and Talented Program
- Disability Support Services

Conclusion and Q&A Session

- Please save your questions for the end!

What is Dual Enrollment?



What is Dual Enrollment?

- * Dual Enrollment is a **special admissions program**.
- * It allows students to take classes at CSM and earn college credit while still in high school, and in some cases, these classes can count simultaneously as high school credit.
- * Public, private, and homeschool students are eligible to apply.



What are the benefits of Dual Enrollment?



What are the benefits of Dual Enrollment?

- * Earn transferrable college credit while still in high school.
- * Begin completing college degree requirements early.
Experience the rigor of a college course.
- * Receive the benefits of being a CSM student including free tutoring, library resources, and more.
- * CCPS students taking courses from an approved list may have tuition paid by CCPS.
- * Eligible Non-CCPS students receive a tuition discount.

AP vs Dual Enrollment

AP Classes



AP classes and exams are facilitated by the College Board.

AP classes are offered exclusively through the high schools.

College credit may be earned by passing an end-of-year exam.

Every college/university has their own policy towards accepting AP credit.

AP courses and Dual Enrollment are **not** the same.

Dual Enrollment



Dual Enrollment is offered in direct partnership between CCPS and CSM

DE options are available in the high school and at CSM directly.

College credit is earned through successful completion of the course.

DE credits can be evaluated for transfer at other colleges/universities.

The decision of whether to take an AP or Dual Enrollment course should be made on a case-by-case basis.
Your high school counselor is a great resource when making this decision.

What makes a successful Dual student?

Time Management

Students are expected to study outside the classroom up to **6 hours per week per course**

Independence & Self-Direction

Students must complete **weekly coursework and manage major assignments**, such as essays, presentations, and exams

Initiative & Self-Advocacy

Students are expected to **utilize resources, such as tutoring or professor office hours**, when in need of additional support

Resilience & Adaptability

Students are expected to **persevere through challenges, accept feedback, and learn from setbacks** while balancing responsibilities



Dual Enrollment Options

1. Dual Enrollment at CSM

Open to:

Public, Private, Home School
Juniors and Seniors

Admissions steps and eligibility requirements can vary depending on which of the above categories a student fits into.

2. Dual Enrollment In the High School

Open to:

Public School and Southern Maryland Christian Academy Students who are taking eligible courses in their high school.

Opportunities include:

- Dual English
- Dual Math
- Dual Kinesiology
- Dual Digital Media Production
- Dual Anatomy & Physiology
- Dual Biology/PLTW-Biomedical

Dual Enrollment at CSM: Private or Homeschool

General Eligibility Requirements:

Students must be a high school junior or senior.

Students must identify what private school or homeschool program they report to, and have this information be verified by CSM.

Homeschool students must report their progress to a local Board of Education or to a MSDE Approved umbrella organization to receive the Dual Enrollment discount.

Students must **demonstrate college readiness** either through placement testing or submitting qualifying SAT/ACT scores.

College Readiness Requirement

Students must place at the college level on the CSM reading and writing placement assessments (and the math placement assessment if needed)

OR

Student may place by submitting qualifying SAT/ACT scores:

SAT

- 480+ on the Evidence-Based Reading and Writing section
- 570+ or higher on Math

ACT

- 21+ on English and Reading
- 24+ on Math
- Southern Maryland Christian Academy students may use their unweighted cumulative GPA of a 2.75 or higher for placement.

Getting Started with Dual Enrollment at CSM:

Private and Homeschool Students



1

Complete Dual Enrollment Form

This electronic form needs to be completed by both student and parent/guardian.

2

Apply Online

Submit a free, online, Dual Enrollment Application.

Make sure to provide your SSN on your application!

3

Demonstrate College Readiness

Students can demonstrate readiness by submitting qualifying ACT/SAT scores, or by successfully completing CSM Placement Testing.

4

Register with Enrollment Team

After fully completing the previous steps, Students will be contacted by an Enrollment Team to complete course registration.

Getting Started with Dual Enrollment at CSM:

Private and Homeschool Students



Information from Charles County Public Schools

**Presented by:
Ms. Jacqueline Cheaves
Supervisor of Counseling**



Charles County Public Schools

Dual Enrollment: CCPS Requirements

1. The student must have completed 10th grade
2. Students must meet all yearly assessments, service-learning requirements, etc., as determined by the high school
3. Juniors must be enrolled in high school full-time, while Seniors may apply for early release to come to CSM to take classes
4. Students must complete all paperwork, forms, and enrollment steps by the deadline
5. Students must meet college readiness requirements as follows:
 - The student must have a cumulative, unweighted GPA of 2.75 or greater on a 4.0 scale

Students and their parents are encouraged to speak to their high school counselor for additional questions about how dual enrollment may fit into a student's junior or senior year.

Getting Started with Dual Enrollment at CSM:

Charles County Public School Students



1

Speak to your High School Counselor

Your counselor can help you determine whether you are eligible to participate and how Dual Enrollment can fit into your schedule.

2

Create a DualEnroll Account

Create or log into a free DualEnroll account at csmd.dualenroll.com to complete an application.

Parental/Guardian consent to participate is required.

Please reach out to AOD@csmd.edu if you have issues creating an account.

3

Submit Registration Request

After submitting the application, you'll be able to select the CSM county-approved course you wish to take and select "Register" to start the registration process.

Your high school counselor will review your application, provide a high school transcript and verify your eligibility.

4

Registration with Enrollment Team

After fully completing the previous steps, Students will be contacted by an Enrollment Team to complete course registration.



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Log in to your existing DualEnroll account

EMAIL OR
USERNAME:

PASSWORD:

LOGIN

[Forgot your username or password?](#)

[Need to enter your text confirmation code?](#)

New students

CREATE MY DUALENROLL ACCOUNT

Here is what the DualEnroll platform will look like when you access it.

If a student has accessed DualEnroll previously for a dual in-school they took this year or last year, they will log back into that same account.

New users will click “Create My DualEnroll Account”.

Dual Enrollment In the High Schools

CCPS and Southern Maryland Christian Academy students can earn college credits for eligible courses taken directly in their High School.

Students taking eligible classes can sign up for the Dual Enrollment option during the school year.

For these opportunities:

**No placement
testing is
required**

**Any grade level
may participate**

**Students may
receive both
high school and
college credit if
they opt-in**

**The final high
school course
and college
grades may be
different**

**All coursework
is done
exclusively at
the high school**



Dual Enrollment In the High Schools

To Participate, Students Must:

Meet any eligibility
criteria for enrollment in
the specific subject
available for dual credit

Submit all applications,
forms, and paperwork to
CSM by the established
deadline

Dual Enrollment In the High Schools

Specific registration instructions will be distributed to students through their high school classes.

Students must actively complete the registration steps to receive credit.

Please note: **Students are not automatically registered to participate in Dual Enrollment**

Students **must** complete the registration steps to participate.

**Dual English
in the High School**

**Dual Math
in the High School**

**Dual Kinesiology
in the High School**

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in the High School**

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in the High School**

**Dual Biology/PLTW-Biomedical
in the High School**

Dual English

Students taking **Composition and Rhetoric** in their high school can earn credit for CSM's **ENG-1010** course.

To be eligible, students must receive a C or higher on their portfolio review assessed at the end of the second quarter. Their high school English teacher will let them know if they've met the criteria.

The final CSM ENG-1010 grade is calculated by compiling only the grades on the essays students complete in class.

This means the final grade for high school and college may be different.



ENG-1010 can fulfill first-year English course requirements for most programs at the college level.



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in the High School**

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in the High School**

Dual English - SMCA

Students taking **College English** at Southern Maryland Christian Academy can earn credit for CSM's **ENG-1010 Composition and Rhetoric** course in the Fall and **ENG-1020 Composition and Literature** course in the Spring.

To be eligible, students must:

- ❖ Be enrolled in College English at the high school.
- ❖ Submit a copy of their high school transcript that demonstrates an unweighted cumulative GPA of a 2.75 or higher along with the completed registration form.
- ❖ Students must earn a C or higher in the ENG-1010 portion of the course to be eligible to enroll into the ENG-1020 course in the Spring.

This means the final CSM grade in the ENG-1010 and ENG-1020 courses for high school and college may be different.



ENG-1010 and ENG-1020 can fulfill first-year English course requirements for most programs at the college level.



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in the High School**

Dual Math

Students taking the following high school courses can earn credit for CSM's Math course:

- ❖ **Intro to Advanced Math = MTH-1010 (3 credits)**
- ❖ **Advanced Algebra w/ Trig = MTH-1120 (3 credits)**
- ❖ **Pre-calculus—Honors = MTH-1150 (4 credits)**

The final CSM grade is comprised of:

- **75%** - The coursework done throughout the course
- **25%** - A CSM final exam

The high school grade and the college grade may be different.

CSM's grading scale for STEM courses is:

A= 90-100%

B= 80-89.9%

C= 70-79.9%

D= 65-69.9%

F= 0-64.9%



These Math courses can fulfill many first-year Math course requirements at the college level and can satisfy pre-requisite requirements for higher level math classes.

MTH-1010 – non-STEM

MTH-1120 and MTH-1150 – STEM



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Dual Kinesiology

Students taking the Physical Rehabilitation course through Robert D. Stethem Educational Center can earn credit for CSM's **WFS-2000** course.

The CSM final grade will be comprised of 20% of class assignments, 80% of demonstration of content mastery, including a final exam developed by CSM.



WFS-2000 can be applied towards a degree in Exercise and Sport Science at CSM or be used as an elective for other programs.



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Production in the High School**

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in the High School**

Dual Digital Media Production

Students taking the Interactive Media Production course can earn credit for CSM's **DMP-1010** course.

The Final CSM grade consists of:

- 60% - Three course projects
- 30% - High school coursework
- 10% - Final exam

The high school and CSM final grades may be different.



DMP-1010 can be applied towards a degree in Digital Media Production at CSM or as an elective credit for many other programs at CSM.



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Dual English
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in the High School

Dual Anatomy & Physiology
in the High School

Dual Biology/PLTW-
Biomedical in the High School

Dual Anatomy & Physiology (North Point)

Students taking Honors Anatomy & Physiology at North Point High School can earn credit for CSM's **BIO-1040** and **BIO-1040L** courses.

At the end of the school year, students will take a CSM final exam. The final grade students receive on their CSM transcript will be 75% based on the grades on high school coursework and 25% based on the grade on the CSM final exam.



BIO-1040/L can be used to satisfy a Biological/Physical Sciences requirement for many programs at CSM or can be used as an elective.



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Dual Biology/ PLTW-Biomedical

High School seniors who complete the PLTW-Biomedical program sequence in high school can earn credit for CSM's **BIO-1040** and **BIO-1040L** courses.

Students must have earned a B or higher in their four Biomedical classes and score a competency of "Accomplished" or "Distinguished" on each of these end of course exams:

Principals of Biomedical Science
Human Body Systems
Medical Interventions



BIO-1040/L can be used to satisfy a Biological/Physical Sciences requirement for many programs at CSM or can be used as an elective.



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Dual English
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Dual Anatomy & Physiology
in the High School

Dual Biology/PLTW-
Biomedical in the High School

Early College



What is Early College?

- * Early College is a special admissions program open to Charles County Public School juniors and seniors.
- * Students take college classes at CSM's La Plata Campus full-time towards a program of study while also simultaneously earning high school graduation requirements.
- * At the end of the program, students will earn their high school diploma while also earning a college certificate or degree.
- * All cost of the program are covered by CCPS and transportation is provided.

Early College Programs

*Early College offers four program options for high school students:

*Seniors:

- *General Studies, Transfer Certificate

*Juniors:

- *Business Administration, Associates of Science Degree

- *Medical Coding, Certificate

- *Pharmacy Technician, Certificate

Early College Information Nights

Thursday, November 5th at 6:00pm,
St. Charles High School

Thursday, November 12th at 6:00pm,
CSM's La Plata Campus BI 103 or on Zoom

For more information and to RSVP please visit:

csmd.edu/EarlyCollege/Charles

Email: EarlyCollege@csmd.edu



What Can a Student Do With the Credits They Earn?



What Can a Student Do With the Credits They Earn?



Students can continue their studies at CSM after high school to earn a Letter of Recognition, Certificate, or Associate Degree.

Students can transfer credits directly to a 4-year institution after high school (or transfer after earning a degree at CSM).



How Do Credits Transfer?

By participating in Dual Enrollment, you create a college transcript at CSM. Your CSM transcript records your course attempts and your final course grades.

When you attend another institution, you can send a copy of your CSM transcript to your school of choice for evaluation.

Most credits earned through CSM will transfer to four-year colleges and universities within the state of Maryland.

You are encouraged to contact your school of choice to verify that your credits will transfer.



Dual Enrollment students transferred credits to...



University of Maryland, College Park



Towson University



Salisbury University



St. Mary's College of Maryland



Stevenson University



University of Maryland Baltimore County



Coastal Carolina University



Penn State University



West Virginia University



Bowie State University



Morgan State University



Frostburg State University



North Carolina A&T State University



Coastal Carolina University



Liberty University



Howard University



Virginia Tech



University of Alabama

Career & Technology Education (CTE)



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The CTE Program

Career & Technology Education (CTE) is a program that allows students to earn articulated college credits through a sequence of academic and technical coursework in the high school.

- * Students who successfully complete accepted CTE programs through their high school may receive articulated credit at CSM at no cost to the student.
- * These articulated credits can be applied at CSM towards specifically designated letters of recognition, certificates, and Associate of Applied Science (AAS) degrees.
- * CTE articulated credits *generally do not apply to programs outside of CSM*.
- * CTE is *not* dual enrollment, but CTE program students *can* also take classes through CSM's Dual Enrollment program.

What do High School students need to do to be a CTE candidate?

- * Start asking your high school counselor questions about CTE in the ninth grade and explore technical program(s) you find interesting. You may begin CTE courses as early as your sophomore year (*exceptions may apply*).
- * Work with your high school counselor to register for the required high school courses.
- * Complete all courses in the program with a grade of 'B' or better in each course.
- * Apply to CSM during senior year of high school, select a designated program, and complete a transcript evaluation request.
- * Request articulation of credits **within two years** of high school graduation to CSM.

For more information, visit www.csmd.edu/cte or contact cte@csmd.edu.

What CTE Programs are available for Charles County High School students?

- * Academy of Health Professions
- * Computer Integrated Manufacturing
- * Early Childhood Studies
- * Engineering Concepts
- * Introduction for Engineering Design
- * Pharmacy Technician
- * Teacher Academy of Maryland

For more information, visit www.csmd.edu/cte or contact cte@csmd.edu.



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High School Trades Pathway Partnership

**Hands-On Training. Industry Credentials. A Head Start
on a Career**

A New Trades Training Option

CSM + Calvert, Charles and St Mary's County
public schools

- High school seniors can pursue eligible trades training at CSM's Regional Hughesville Campus.
 - Designed to expand access to in-demand Electrical, HVAC and Welding programs.
-
- Training aligns with high school completion requirements and leads to industry-recognized credentials.
 - This is a noncredit college training option; no college degree credit is earned.

Proposed Schedule and Location

- **Location:** Center for Trades & Energy Training (CTET), CSM Regional Hughesville Campus.
- **Meeting days:** Tuesdays and Thursdays each week during the school year
- Program schedules follow the academic year; start and end dates vary by trade.
- Final individual schedules are issued by the high school CTE coordinator.
- Transportation may be arranged by the high school or students may self-transport. Free onsite parking is available.

The Pathway at a glance Proposed Schedules

Trades Workforce Pathways

HANDS-ON SKILLS | INDUSTRY CREDENTIALS | CAREER-READY TALENT



WELDING

BUILD | FABRICATE | CREATE



Weeks / instructional hours:

318 hours

Aug 31, 2027 – May 2, 2028



Certifications earned:

- AWS certifications in SMAW, GTAW, GMAW – Plate and Pipe
- Certifications for Welding Process
- **Total of 6 AWS Welding certifications (IRC credentials)**
- CSM Workforce Training Certificates

INDUSTRY-RECOGNIZED CREDENTIALS



SMAW

GTAW

GMAW

PLATE

PIPE



ELECTRICAL

POWER | SYSTEMS | OPPORTUNITY



Weeks / instructional hours:

300 hours

Aug 31, 2027 – Apr 18, 2028



Certifications earned:

- NCCER: Core
- Construction Site Safety
- Electrical Level 1 Completion
- IEC apprenticeship pathway includes OSHA 10, NSC First Aid/CPR/AED, ATSSA Flagger
- **Total of 6 IRC credentials**
- CSM Electrical Helper Workforce Training Certificate

INDUSTRY-RECOGNIZED CREDENTIALS



HVAC

COMFORT | EFFICIENCY | ESSENTIAL SKILLS



Weeks / instructional hours:

247 hours

Oct 21, 2027 – Apr 27, 2028



Certifications earned:

- NCCER: Core
- Construction Site Safety
- HVACR Level 1 Completion
- CFC Certification (EPA 608 Type I, II, III certifications which equals Universal Certification)
- OSHA 10
- **Total of 5 IRC certifications**
- CSM HVAC Helper Workforce Training Certificate

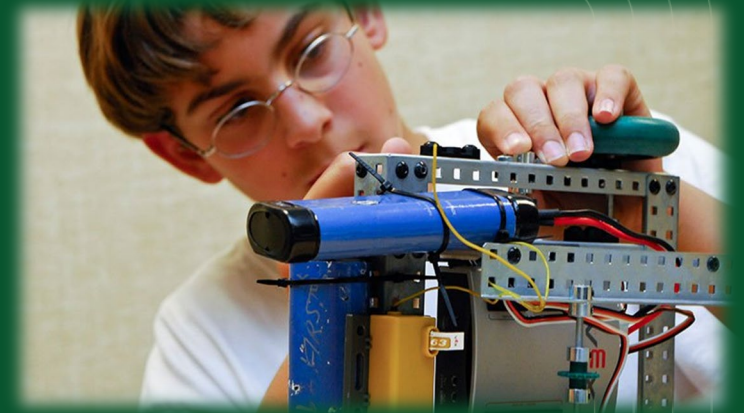
INDUSTRY-RECOGNIZED CREDENTIALS



Gifted & Talented Program

Requirements

- * Must have completed 7th grade but not yet eligible for admission to the Dual Enrollment Program.
- * Must apply to CSM and submit a Gifted & Talented Form with a recommendation from a **non-family member** (teacher, counselor, etc.)
- * Must demonstrate the ability to benefit from college instruction by either:
 - * Testing at the college level in English and Reading on the CSM placement assessments,
 - * Submitting qualifying SAT/ACT scores



Gifted & Talented students do not receive a tuition discount.

For specific admissions instructions, visit www.csmd.edu and search "Gifted and Talented"



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College with support

Disability Support Services

Your transition from high school to
CSM





You belong here

DSS helps address barriers to learning and participation.

ADHD and learning disabilities
Autism and mental health conditions
Chronic illnesses and injuries
Mobility, vision, and hearing disabilities

Not sure? Let's talk.

What changes after high school?

In high school	At CSM
School staff often identify needs and coordinate support.	You request services. DSS helps you navigate the process.
Your school maintains your IEP, 504 plan, and evaluations.	You submit documentation. DSS explains what else may be needed.
Your IEP or 504 plan guides school services.	DSS develops an individual college plan with you. Supports may differ.
Parents or guardians often lead meetings and follow-up.	You lead the conversation. Families can support your participation.
Teachers often coordinate accommodation arrangements.	You discuss your approved plan with instructors and report barriers to DSS.

Your IEP or 504 plan does not automatically transfer to college.

What accommodations can look like

01 Testing

Additional time or fewer distractions

02 Course materials

Accessible formats and assistive technology

03 Participation

Note-taking and communication support

04 Physical access

Accessible furniture and equipment

Your needs + your courses = an individual plan

Getting started with DSS

01

Complete the online request

Visit the DSS webpage and choose the first-time application.

02

Submit documentation

Upload it with your request, or contact DSS for help submitting it.

03

Meet with us

Talk about your experiences and explore an accommodation plan.

Documentation: we can help

**What you have.
What we need.
A conversation.**

Share your IEP, 504 plan, or evaluation.

DSS reviews your records and explains what else may be needed.



Making your plan work

DSS

Plan with you

Determine accommodations.
Clarify arrangements.
Help resolve concerns.

YOU

Share your needs

Connect with instructors.
Follow arrangements.
Tell us about barriers.

FACULTY

Put access in place

Implement accommodations.
Discuss course logistics.
Partner with you and DSS.

You have an active role, and a team to work with.



Families can be partners

**Students take the lead.
Support still matters.**

Gather records and questions.
Practice conversations together.
Encourage connection with DSS.

Ask us about consent and privacy.

When to connect with DSS



Before classes begin

Time to meet, plan accommodations, and coordinate arrangements.

During the semester

You can still get started.
Contact us when you recognize a need.

Earlier contact gives us more time to prepare together.



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Let's talk about what you need.

Questions about accommodations?
Ready to schedule a visit?

dss@csmd.edu

csmd.edu/disabilityservices



Let's Talk Numbers

- ✱ CCPS students taking courses from the CCPS Approved List, or courses offered in the high school, will have the cost of the course covered entirely by CCPS. This includes tuition, fees, and textbooks. *(Only 4 courses are covered per academic year, and classes are only covered for Fall and Spring semesters)*
- ✱ Private/Homeschooled students who meet all eligibility requirements receive a 25% tuition discount. (Students pay 75% of tuition and 100% of fees. Course fees and textbooks will be extra.)
- ✱ CCPS students taking non-approved courses also receive the 25% tuition discount.

2026 Fall Semester tuition discount example:

ENG-1010 (3 Credits)	
Regular Cost =	\$525.00 (\$420 tuition + \$105.00 fee)
Dual Student Price =	\$420.00 (\$315.00 tuition + \$105.00 fee)
*Additional course fees and books will be extra.	



What is FERPA?

- * FERPA is the **Family Educational Rights and Privacy Act**, a Federal law enacted in 1974.
- * As a college student, your records and your grades are yours alone.
- * FERPA mandates that all college academic records may not be shared with third parties, including parents. **This applies to Dual Enrollment students, regardless of age.**
- * Students must have written permission on file with CSM for disclosure of grades and other information to third parties.



Participation in the Dual Enrollment program requires the exchange of information between CCPS and CSM. This information may include, but is not limited to: grades, 504/IEP accommodations, eligibility for Free and Reduced Meals, and student status in course(s). When you participate in Dual Enrollment, you give CCPS and CSM permission to exchange information to meet requirements of the program.

Admissions Deadlines

All applications, placement, and Dual Enrollment paperwork/forms must be arranged, completed, and submitted **prior** to the posted deadlines.



Dual Enrollment *at* CSM:

CSM Spring Semester:	December 15
CSM Summer Semester:	April 15
CSM Fall Semester:	July 15

This deadline includes having the following completed:

- Admissions Application
- DualEnroll Registration Request
- College Readiness documents received (transcripts, SAT/ACT scores)

Dual Enrollment in the High School:
January 29, 2027

Contact me!

Chana Bustamante

Enrollment Coordinator

Email: cmbustamante@csmd.edu

More information about Dual
Enrollment can be found on our
website at:

www.csmd.edu/dualenrollment

