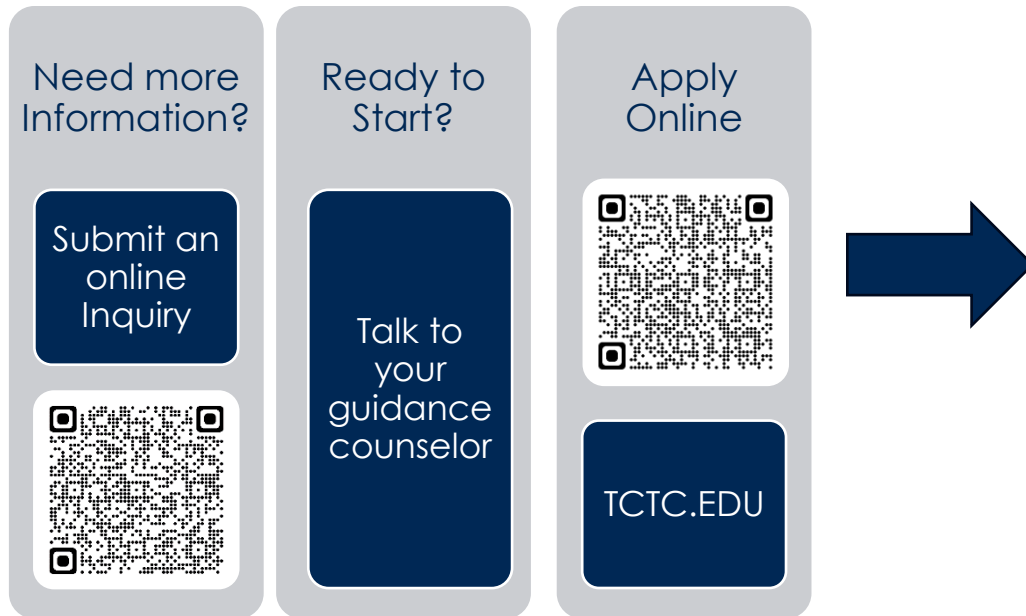


# Dual Enrollment Student Checklist



## ACCUPLACER ASSESSMENT

If you have **NOT** already taken the Accuplacer at your high school AND if it's required for the course(s), then take the Accuplacer test at one of our campuses.

- **Please APPLY to the college prior to testing. Allow 24-48 hours for your application to be processed.**

### Walk-In Hours:

**Pendleton Campus**  
Ruby Hicks room 170  
M-W 8-3pm Th 9:15-3pm

**Easley Campus**  
Room 206 Tues 1:30-3pm

**Anderson Campus**  
Room 221 Fri 8-11am

**Oconee Campus**  
2<sup>nd</sup> & 4<sup>th</sup> Thursdays by appointment only –  
Call 864-613-1900 to schedule.

- Register for an Orientation at your high school or TCTC campus
  - Orientation is mandatory for many high schools prior to enrolling in classes. Check with your school for available times.
  - Check with guidance for high school deadlines for applications, orientations, and Accuplacer testing
- Submit an enrollment form through your guidance counselor or through our office
  - High School students **can not** register themselves. All requests must go through guidance. Check guidance deadlines for your school.
- Look for an admittance email
  - Set up your MyTCTC account and TCTC Email (check emails frequently)
- Verify your schedule!
  - Log into MY.TCTC.EDU and click on My Bill/Schedule
  - Contact your guidance counselor or our office if there are any changes that need to be made
- Pay your tuition & fees (Check payment deadline)
  - Log into MY.TCTC.EDU and click on the My Payments Tile
- Obtain Student ID & Parking Decal (if necessary)
- Purchase Books & Supplies (if needed)

**STUDENTS MUST ATTEND CLASS AND LOGIN TO ONLINE CLASSES THE FIRST WEEK OR THEY WILL BE DROPPED FOR NON-ATTENDANCE.**

**Contact:**  
**[HSDE@TCTC.EDU](mailto:HSDE@TCTC.EDU)**  
**864-646-1505**  
**TCTC.EDU/DE**