Dual Enrollment Summer 2021 - **Registration Begins April 15**

Students interested in taking a course at The University of Memphis while still enrolled in high school must apply for Dual Enrollment Admission.

**Requirements for Dual Enrollment Admission (Collierville Center, Online, or Memphis Campus)**

- 19 composite score on the ACT
  - 18 English sub-score for students taking English Composition
  - 19 math sub-score for students taking MATH 1710 College Algebra, 15 sub-score for students taking MATH 1530 Prob/Stats.
- 100 admissions index score: 30 times the high school GPA (based on a 4.0 scale) plus the composite ACT score

  **Example:** High School GPA of a 2.85 X 30 = 85.5 + 19 = 104.5

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**Collierville Center**  
No lower division in person courses offered Summer 21  
(215 W. Poplar Ave. Collierville, TN 38017)

<table>
<thead>
<tr>
<th>CRN</th>
<th>Term</th>
<th>Site</th>
<th>Subj</th>
<th>No</th>
<th>Sec</th>
<th>Title</th>
<th>Day</th>
<th>Time</th>
<th>Room</th>
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<td>MATH</td>
<td>1710</td>
<td>D36</td>
<td>College Algebra</td>
<td>MTWF</td>
<td>8:55 AM - 10:35 AM</td>
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**Memphis Campus**  
(3720 Alumni Ave. Memphis, TN 38152)

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<td>American Government</td>
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**Application Procedures for Dual Admission - Please allow 3 weeks to complete this process.**

Students who plan to register for a dual enrollment course offered online or at one of our UofM locations, need to complete the application as a "Joint Enrollment" student. Joint enrollment students must complete the application procedures as listed below prior to being reviewed for admission to the dual enrollment program.

1. Complete the online dual enrollment application and pay the one-time $25 fee here:  
   [https://www.memphisadmissions.org/dual-enrollment/](https://www.memphisadmissions.org/dual-enrollment/)
How can I pay fees? For complete information on fee payment visit
https://www.memphis.edu/usbs/fees/fee.php

2. Send test scores, all official transcripts (Students who have previously used the Dual Enrollment Grant at other institutions must have an official copy of their transcript/s sent to the Office of Admissions in order to verify their continued eligibility.), and a letter of recommendation to the Office of Admissions:
   101 Wilder Tower
   Memphis, TN 38152

Registration

After you are informed of your acceptance via email:

1. **First time only**- Activate your student account at https://iam.memphis.edu using the code provided to you in the email. If you need help contact the Help Desk at 901.678.8888 for assistance to have your student account activated.

2. Sign and submit the **Hold Harmless** document and email or fax to 901.678.4447: Attention Courtney Orians.

3. **Hepatitis B Immunization Form**—
   a. For students under the age of 18 click here
   b. For students 18+ click here

4. Request a **permit** for the class by emailing dualenrollment@memphis.edu or calling 901.678.3995. Note: you will need the name of the course and the CRN. **Permits must be issued before you register.**

5. **Register** for your course online in myMemphis. Steps 1-4 must be completed before you register.
   a. Go to the Student Tab
   b. Select Add/Drop classes
   c. Fill in CRN five digit number listed with the course and section
   d. Submit

6. **Pay** course fees. Information regarding fees may be found at https://www.memphis.edu/bursar/fees/fee.php

Tips:

**Plan Ahead!**- To be safe, allow 4 weeks for both admissions and registration to be completed.

You will need the following information in order to complete the UofM and grant applications: **Name** as it appears on your social security card, **SSN, address, government ID** (such as a Driver’s License Number), **email address**, & **date of birth.** Enter information carefully!

**Keep usernames and passwords handy.** You will use them anytime you need to access myMemphis.

**Deadlines**- students must be registered and have fees paid before the term begins. These dates can be found here: http://www.memphis.edu/bursar/calendars.php

**Textbook information** can be found online at the campus bookstore website.
http://www.bkstr.com/memphisstore/shop/textbooks-and-course-materials This information will also be listed on the course syllabus received on the first day of class.

All forms can be found here (on the left side of the screen):
http://www.memphis.edu/dualenrollment/home_school/index.php
If you are interested in applying for the **Dual Enrollment Grant**, which can cover part of the course fees, please go to [https://www.tn.gov/content/tn/collegepays/tsac-student-portal.html](https://www.tn.gov/content/tn/collegepays/tsac-student-portal.html) and apply for the grant for the specific term you will be attending. *Mobile devices are not fully supported. Use Internet Explorer.*

**Dual Enrollment Course Fees**

University of Memphis (U of M) Dual Enrollment Fees and Grants for fall 2020 and spring 2021 for the high school based program.

### 3-Hour Course

<table>
<thead>
<tr>
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<th>Cost</th>
<th>TSAC Grant</th>
<th>Institutional Grant</th>
<th>Student Pays</th>
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<tr>
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<td>$498</td>
<td>$0</td>
<td>$0</td>
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<tr>
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**HOPE Funds**

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### 4-Hour Course

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<tbody>
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<td>$664</td>
<td>$500</td>
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<td>$95</td>
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<tr>
<td>2</td>
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<td>4</td>
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1). *Institutional grants are available on the third and fourth courses if students have directed their first three TSAC Lottery Dual Enrollment grants to the U of M (students must be in their junior or senior year of high school for the TN lottery grant and the institutional grant). The institutional grant applies to the high school based dual enrollment program only.

2). If students are eligible for the HOPE scholarship they can obtain up to $300 per course for courses 5 through 8 (deducted from their future college HOPE award).

3). All state financial aid will be applied to the course cost before institutional grant funds are applied.

4). The amount of the institutional grant listed above is a maximum amount after TSAC funds are applied.

5). Other discounts do not apply to the high school based program as per our memorandum of understanding with each school/school system.

6). To receive funding for more than one course in the same semester a student must also meet the HOPE Scholarship requirements (3.0 high school cumulative GPA or a 21 composite score on the ACT). Students can then access up to 3 grants per term.

6). The above fees are based on the student receiving the lottery grant and directing the grant to the U of M.

If you have additional questions or need assistance, please contact:

**Courtney Orians**  
Associate Director of Admissions  
Dual Enrollment & Special Enrollment Programs  
901.678.3995 | cckelly@memphis.edu