

# DUAL ENROLLMENT

## QUICK GUIDE



### WHAT IS DUAL ENROLLMENT?

An early college credit program that allows high school students to take college-level coursework. At NVC we have CCAP and Non-CCAP/CE dual enrollment.

### CCAP vs Non-CCAP/CE

College & Career Access Pathways (CCAP) are courses held at your high school campus during the school day. Concurrent Enrollment (CE) also known as Non-CCAP, allows high school students to take college courses alongside with non-high school students.



### ARE THERE BENEFITS TO DUAL ENROLLMENT?

Many dual enrollment courses count for high school credit and a college degree, certificate, or certification. Many schools give a GPA bump for college-level courses.

### HOW MUCH DOES IT COST?

Dual enrollment courses taken through a high school are generally free to students. Students taking Non-CCAP/CE will receive an enrollment fee waiver; however, the cost of textbooks and additional materials are the responsibility of the student.



### HOW DO I KNOW IF I AM ELIGIBLE?

Any high school student who is ready to do the hard work for college-level courses should be eligible. Students under 15 years old will need the approval of the professor and the NVC Dean of Enrollment Services.

### WILL MY COLLEGE OR UNIVERSITY ACCEPT THIS CREDIT?

Most dual enrollment courses are transferable to CSUs and UCs. You should work with a college counselor to create a plan based on your transfer goals.



### DUAL ENROLLMENT OR AP OR IB?

It is really up to you, what your schedule allows, and what your educational or career goal is. Some students prefer dual enrollment, some prefer AP or IB.

### I'M READY TO ENROLL. WHAT'S MY NEXT STEP?

Check out the enrollment steps at the back of this page!





# READY TO **DUAL ENROLL?**

## 1 **APPLY ONLINE**

Create a [CCCApply online account](#) and submit a Napa Valley College Admission Application.

You will receive a “Welcome to NVC” email with your NVC student ID and instructions on how to set up your [MyNVC student portal](#).

*\*All students are required to complete the Multi-factor Authentication security feature to access your MyNVC Student Portal.*



## 2 **FIND CLASSES**

Search for classes online on the [MyNVC Self-Service](#) Courses and Sections tab.

If enrolling in an English or Math course, you will need to use the online **Placement Tool**. You will need to upload copy of your unofficial high school transcript reflecting two semester grades of English and/or Math; get this from your high school counselor before you start the online placement tool.



## 3 **GET PERMISSION**

[Complete the High School Permit to Attend Form](#) for your specific high school.

Non-CCAP students under 15 years old must meet with the NVC Dean of Enrollment Services and are required to obtain instructor’s approval.



## 4 **REGISTER**

*\*Academic Advising Session (recommended).*

Students can enroll once the priority registration k-12 dual enrollment starts. (Check the Priority Registration Calendar on the NVC webpage for more information).

Login to MyNVC Self-Service to search and register for courses.

*If you have taken the NVC prerequisite required for the course while you were in high school, fill out the Prerequisite Equivalency Petition available online. You will need to attach a copy of your unofficial high school transcript and attach it to the Prerequisite Equivalency DocuSign Form.*



Visit [NVC Dual Enrollment](#) for more information.  
[www.napavalley.edu](http://www.napavalley.edu)