

## Information for Dual Enrollment Applicants Fall 2023 and Winter 2024 Terms Only

### For Dual Enrollment in the College of Literature, Science, and the Arts (LSA)

#### COMPLETING THE APPLICATION

Before filling out the application, please read this information sheet thoroughly for the guidelines for admissibility as a dual enrollment candidate and for information on the documentation that must be included with this application. If you do not meet the guidelines and wish to discuss special circumstances, you should call the Office of Undergraduate Admissions at 734-764-7433 and ask to speak to an admissions counselor. Also, please feel free to contact us online at [admissions.umich.edu](https://admissions.umich.edu).

#### COMPLETED APPLICATIONS SHOULD BE RETURNED TO:

Office of Undergraduate Admissions  
1220 Student Activities Building  
515 E. Jefferson St.  
Ann Arbor, MI 48109-1316

Fax: 734-936-0740 or email to [ecredentials@umich.edu](mailto:ecredentials@umich.edu)

**Electronic submission of application materials is strongly encouraged.**

Part II must be completed by a secondary school official. The completed application can be submitted directly to the Office of Undergraduate Admissions. Transcripts, including final grades for the last term completed, or other documentation should be sent directly by the institution, but can be turned in to this office by the applicant if contained in an envelope sealed by the issuing institution.

Applications should be returned to the Office of Undergraduate Admissions **at least one month in advance of the first day of classes** (see below). Applications submitted after this time period are not guaranteed to be reviewed prior to the beginning of the semester. This office will determine admissibility as applications are received and will notify the applicant of a decision by email. Students are typically notified of their decision in late August (fall term) or late December (winter term) once space and availability is determined and the application

and required documentation are received.

Applicants who are F-1 or J-1 visa holders must submit a completed Financial Resources Statement (available online at [admissions.umich.edu/frs](https://admissions.umich.edu/frs)) and supporting documentation. Students already in the U.S. on F-1 or J-1 status must also submit a photocopy of the current I-20 or DS-2019 and I-94 card.

Students who are non-native speakers of English are required to provide proof of English language proficiency by taking the TOEFL ([ets.org/toefl](https://ets.org/toefl)), IELTS ([ielts.org](https://ielts.org)), MET ([michiganassessment.org/michigan-tests/met-new](https://michiganassessment.org/michigan-tests/met-new)), or Duolingo ([englishtest.duolingo.com/applicants](https://englishtest.duolingo.com/applicants)). Scores should be submitted directly from the testing agency to the Office of Undergraduate Admissions. Please include a photocopy of your score report or the date on which you plan to take the TOEFL, IELTS, MET, or Duolingo.

#### Registration

- Dual enrollment students may not register before the first day of classes. University of Michigan students register for classes online. For information about the registration process, see the Office of the Registrar's website at [ro.umich.edu](https://ro.umich.edu). Admitted dual enrollment candidates may ONLY enroll in the specific coursework stated in the admission decision letter in the College of Literature, Science, and the Arts, provided spaces are available.
- Continuation for subsequent terms is contingent upon successful performance in courses. Students who wish to continue their dual enrollment status should submit a request for continued enrollment that includes the proposed course title and number for the subsequent term of enrollment. The Office of Undergraduate Admissions will notify the student if a new application or additional information is needed. The request should be sent to the

Office of Undergraduate Admissions at least one month in advance of the first day of classes (see below).

- At a later time, if you change from dual enrollment to degree-seeking status and are admitted and enroll, you must contact the Registrar's Office to have all courses you completed as a dual enrollment student added to your credits and grades on your U-M academic record.

#### Fall 2023

**First day of classes**  
Aug. 28

**Last day of examinations**  
Dec. 15

#### Winter 2024

**First day of classes**  
Jan. 10

**Last day of examinations**  
May 2

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## Financial Aid

Dual enrollment applicants should contact the Office of Financial Aid for more information on financial aid eligibility: [finaid.umich.edu/contact-us](https://finaid.umich.edu/contact-us).

### Tuition & Fees for Dual Enrollment Candidates

#### 2023-2024 full-term tuition fees for Michigan residents

Full-time (12-18 hours).....	\$8,448
Part-time First Hour.....	\$1,066
Part-time Additional Hours.....	\$671

#### 2023-2024 full-term tuition fees for nonresidents

Full-time (12-18 hours).....	\$28,870
Part-time First Hour.....	\$2,768
Part-time Additional Hours.....	\$2,373

Tuition figures are for 2023-2024 full-term in the College of Literature, Science, and the Arts. For further information please visit [ro.umich.edu](https://ro.umich.edu).

**Please note:** Residency status for tuition purposes may differ from legal status. Please review residency guidelines to determine eligibility.

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## Eligibility

Before completing the enclosed Dual Enrollment Application, carefully read the information provided below to determine if you are eligible for dual enrollment admission.

### To be admitted as a dual enrollment student, you must meet all of the following criteria:

You are a high school student and have:

1. Completed a track of typical college prep courses through the Advanced Placement level.
2. Scored a 4 or 5 on the AP exam to place you in an intermediate level course such as Calculus III or an intermediate level foreign language in the area you are interested in pursuing dual enrollment.

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## Required documentation for Dual Enrollment Application:

- Official copy of your high school transcript through completion of your current term of enrollment.
- SAT/ACT scores sent directly by the testing agency to the Office of Undergraduate Admissions. Note: For fall 2023, exceptions can be made to the SAT/ACT requirement. However, AP results and exhaustion of curriculum will be needed for consideration.
- Copies of AP scores for each subject of interest.
- Completed Part I of the Dual Enrollment Application, including applicant and parent signatures.
- Completed Part II of the Dual Enrollment Application by a high school official certifying that you are eligible.

We highly recommend submission of your application and all available documents before your high school is dismissed for the summer. High school students may not enroll as dual enrollment students for college courses simply because the courses are not offered in their high school (e.g., any first or second year language courses).

**Note:** Students wishing consideration due to special circumstances should contact an admissions counselor at 734-764-7433.

### Students should consider alternate enrollment opportunities elsewhere if interested in:

- computer science
- political science
- psychology
- economics
- statistics

## 2023-2024 Fall/Winter Undergraduate Dual Enrollment Application Part I

**Use this application for the following college:**

- College of Literature, Science, and the Arts (LSA)

**Return to:**

Office of Undergraduate Admissions  
1220 Student Activities Building  
515 E. Jefferson St.  
Ann Arbor, MI 48109-1316

Fax: 734-936-0740 or email to [ecredentials@umich.edu](mailto:ecredentials@umich.edu)

Questions? Call us at 734-764-7433.

1. **Last (family) name:** \_\_\_\_\_ **First:** \_\_\_\_\_ **Middle:** \_\_\_\_\_

**Former names:** \_\_\_\_\_

2. **U-M ID** (if known): \_\_\_\_\_

3. **U.S. Social Security Number:** \_\_\_\_\_

4. **Gender:** Male Female Other

5. **Birthdate** (MM/DD/YYYY): \_\_\_\_\_

6. **City and country of birth:** \_\_\_\_\_

7. **Phone:** \_\_\_\_\_

8. **Email address:** \_\_\_\_\_

9. **Country of citizenship:** \_\_\_\_\_

a. If U.S. permanent resident, specify alien registration number: A- \_\_\_\_\_ Date issued: \_\_\_\_\_

b. If non-U.S. Citizen, U.S. visa type you have or plan to obtain while a student: \_\_\_\_\_

c. What is your native language? \_\_\_\_\_

d. If English is not your native language, indicate which exam you plan to take or have taken:

TOEFL IELTS MET Duolingo Date: \_\_\_\_\_ Total score: \_\_\_\_\_

Listening score \_\_\_\_\_ Reading score \_\_\_\_\_ Speaking score \_\_\_\_\_ Writing score \_\_\_\_\_

**10. Permanent address**

Number Street

City State Zip/postal code Country

**11. Current address (if different than permanent address)**

Number Street

City State Zip/postal code Country

Valid from (MM/DD/YYYY)

Valid to (MM/DD/YYYY)

12. **Have you previously applied to U-M?** Yes No

13. **Have you previously attended U-M?** Yes No

14. **Please indicate the session for which you are applying:** Fall 2023 Winter 2024

**15. Last high school attended:** \_\_\_\_\_

High school location/address: \_\_\_\_\_

**16. Employer:** \_\_\_\_\_

Address: \_\_\_\_\_

Employment dates:                      from (MM/DD/YYYY) \_\_\_\_\_                      to (MM/DD/YYYY) \_\_\_\_\_

**17. Residency**

The information provided in this section does not affect your potential for admission, but it will determine your tuition rate and should be read carefully. It is the applicant’s responsibility to read the university’s Guidelines for Qualifying for In-State Tuition, available at [ro.umich.edu/tuition-residency/residency](http://ro.umich.edu/tuition-residency/residency), and to apply for admission and register under the proper tuition classification.

Are you now a Michigan resident as defined by the university's Guidelines for Qualifying for In-State Tuition?      Yes      No

If yes, list start date (MM/DD/YYYY) \_\_\_\_\_

If you answered “Yes” and any of the following circumstances apply, you must file the appropriate Application for In-State Tuition (available online at [ro.umich.edu/tuition-residency/residency](http://ro.umich.edu/tuition-residency/residency)) and be approved to qualify for in-state tuition:

- You currently live outside the state of Michigan for any purpose, including, but not limited to, education, volunteer activities, travel, or employment.
- You have attended or graduated from a college outside the state of Michigan.
- You have lived or worked outside the state of Michigan at any time within the last three years.
- You are not a U.S. citizen.
- Your spouse, partner, or parent is in Michigan as a nonresident student, medical resident, fellow, or for military assignment or other temporary employment.
- You are 24 years of age or younger and a parent lives outside the state of Michigan.
- You are 24 years of age or younger and have attended or graduated from a high school outside the state of Michigan.
- You have attended or graduated from an out-of-state high school and have been involved in educational pursuits for the majority of time since high school graduation.
- You previously attended any U-M campus (Ann Arbor, Dearborn, or Flint) as a nonresident.

Other circumstances may also require you to file an Application for In-State Tuition. For questions or assistance, contact the Residency Classification Office at 734-764-1400. The deadline dates for submitting an application apply to the term for which residency is sought and are as follows: Sept. 30 for fall term, Jan. 31 for winter term. Processing times can be lengthy. It is recommended that applications be submitted as soon as possible.

The information requested below is optional and will not be used for admissions purposes. It will be used to satisfy federal reporting requirements and may be used for other purposes allowed by law.

**18. Please indicate whether you consider yourself to be Hispanic or Latino.**

**No**, not Hispanic or Latino.

**Yes**, Hispanic or Latino: a person of Cuban, Mexican, Chicano, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.

**In addition, select one or more of the following racial categories to describe yourself:**

**American Indian or Alaska Native:** a person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.

**Asian:** a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent (including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam).

**Black or African American:** a person having origins in any Black racial groups of Africa.

**Native Hawaiian or Other Pacific Islander:** a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

**White:** a person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

**19. Please list courses (department course title/number) in which you intend to enroll as a dual enrollment student:** (Required)

**20. Indicate your reasons for seeking dual enrollment:** (Required. Please include an additional page if necessary.)

**21. Answer the following required questions:**

Please know that any prior or pending disciplinary and/or criminal history does not automatically disqualify you for admission.

a. Have you ever been found responsible for a disciplinary violation at any educational institution you have attended from the 9th grade (or the international equivalent) forward, whether related to academic misconduct or behavioral misconduct, that resulted in a disciplinary action? These actions could include, but are not limited to: probation, suspension, removal, dismissal, or expulsion from the institution.

Yes No

b. Have you ever been adjudicated guilty of a felony as an adult, or adjudicated responsible for any offense as a juvenile, involving violent or assaultive behavior, weapon possession, property destruction, or sexually related offenses?

Yes No

**Note:** You may answer “no” to this question if the adjudication was withheld, or has been expunged, sealed, annulled, pardoned, destroyed, erased, impounded, or otherwise required by law or order of a court to be kept confidential.

c. Is any felony charge involving violent or assaultive behavior, weapon possession, property destruction, or sexually related offenses pending against you?

Yes No

d. Is any allegation of academic or disciplinary misconduct at any secondary school, college, or university currently pending against you?

Yes No

**Note:** You have an ongoing responsibility to inform the Office of Undergraduate Admissions immediately of any changes to your disciplinary and/or criminal history until you start classes. Failure to report prior or pending disciplinary and/or criminal history may result in the withdrawal of your application or revocation of your admission.

*If you answered “yes” to any of these questions, please include a separate attachment that gives the approximate date of each incident, explains the circumstances, and reflects on what you learned from the experience.*

**22. By my signature, I certify that all the answers I have given on this application are complete and accurate to the best of my knowledge. I understand that falsification or omission of information or credentials may result in the revocation of admission.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**23. Parent/guardian signature:**

I, \_\_\_\_\_, give my permission for \_\_\_\_\_ to take coursework at U-M.  
(student name)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



## 2023-2024 Fall/Winter Undergraduate Dual Enrollment Application Part II

### To Be Completed by High School Officials at Your Home/Most Recent Institution

#### Directions to the student:

Part II should be submitted to and completed by the high school counselor/official where you are presently enrolled.

#### Directions to the high school officials:

To be filled out by the designated agent where the applicant is presently enrolled. The high school official should send completed applications to:

Office of Undergraduate Admissions  
1220 Student Activities Building  
515 E. Jefferson St.  
Ann Arbor, MI 48109-1316

Fax: 734-936-0740 or email to [ecredentials@umich.edu](mailto:ecredentials@umich.edu)

Questions? Call us at 734-764-7433.

1. **Student last (family) name:** \_\_\_\_\_  
**Student first name:** \_\_\_\_\_ **Student middle name:** \_\_\_\_\_
2. **U-M ID** (if known): \_\_\_\_\_
3. **U.S. Social Security Number:** \_\_\_\_\_
4. **Gender:**    Male    Female
5. **I certify that the student named above is currently or was enrolled at** \_\_\_\_\_  
(Institution)
6. **This student's last term of registration was** \_\_\_\_\_
7. **This student has exhausted coursework available in the** \_\_\_\_\_ **department.**  
(ex: Science, Social Science, Math, English)
8. **This student sat for** \_\_\_\_\_ **AP exam and earned a score of** \_\_\_\_\_ .

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Title

\_\_\_\_\_  
Institution

\_\_\_\_\_  
Street address

\_\_\_\_\_  
City State Zip/postal code

\_\_\_\_\_  
Email address