How to complete the Dual Enrolment Online Packet:

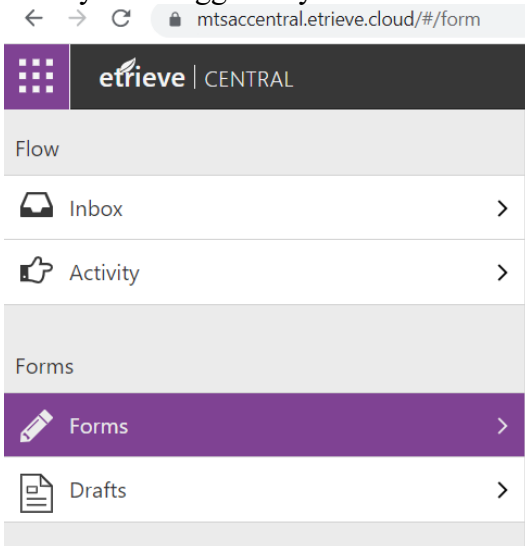Visit https://www.mtsac.edu/dualenrollment/
Under Step 2: Dual Enrollment Forms select the link provided:
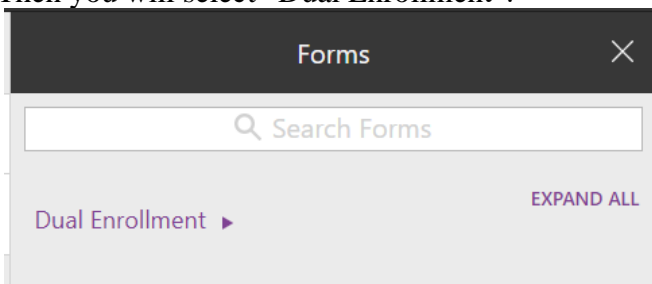https://mtsaccentral.etrieve.cloud/#/form/99
Login with the Single Sign on option:
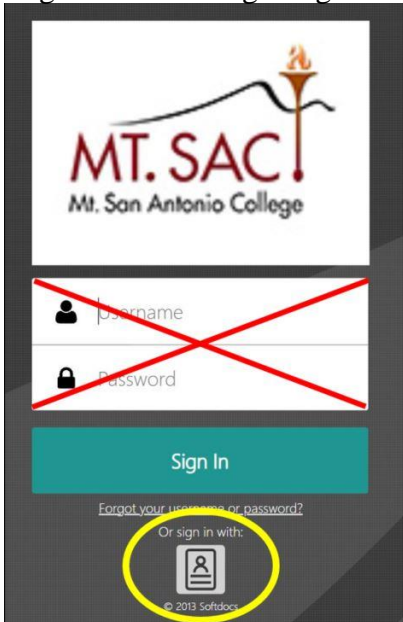
Once you're logged in you will select the "Forms" option

Then you will select "Dual Enrollment".

The "Dual Enrollment Student/Guardian Packet" should populate.

Please be sure to complete the packet to its entirety.

Students will need the CCC Apply Confirmation Number for the correct term.
You can locate your CCC Apply Confirmation number on your CCC Apply application history.
https://www.opencccapply.net/gateway/apply?cccMisCode=851

Below is a preview of the Dual Enrollment Student/ Guardian Packet.
Be sure to complete the form alongside your parent(s) and/or guardian.

Make sure that you are selecting the class(es) that you were previously approved for by your high school counselor.
If you are unsure of what class(es) you will be taking for the Term make sure to meet with your assigned high school counselor before completing this form. Incorrect course submissions will not be approved and you will be required to resubmit the Dual Enrollment Student/Guardian Packet.

To submit, select the "Submit" button located on the bottom left corner.

☐ I confirm that I have read, understand and agree to the above statements for my child's enrollment in the Mt. SAC Dual Enrollment Program.

✓ Submit   📎 Attachments   ↓ Download   🖨 Print

Once we receive your submission, it will be sent to your HS counselor for approval. If they approve your submission, you will receive an email stating the following:

Thank you for submission. We received your Dual Enrollment Packet with all required signatures. If you have submitted your Mt. SAC CCC Apply online application for the appropriate term, Dual Enrollment Packet, and met the prerequisites for your course (if applicable), you should be receiving an email from the Dual Enrollment team soon with registration instructions.

To access it, please click here.

If you have any questions, contact your high school counselor or email dualenrollment@mtsac.edu.