



achievements

Dual Enrollment

Public/Charter High School

Counselor Manual



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Program Overview

The Dual Enrollment Program at Broward College (BC) is an accelerated program that allows eligible public/charter, private and home school secondary students to take postsecondary coursework and simultaneously earn high school and college credits, saving both time and money! College courses are offered at Broward College campuses/centers, including the Broward College Online Campus, and at several high school campuses.

Early Admission

Early Admission, a form of dual enrollment, allows eligible high school senior students to enroll full-time at BC. Students must enroll in at least 12 credits per term and maintain a college GPA of 2.0 or greater. Early admission students wishing to matriculate to BC will need to submit their final high school transcript showing their graduation date.

College Academy

The [College Academy at BC](#) offers high school juniors enrolled as full-time in the program the opportunity to receive a high school diploma from The School Board of Broward County, Florida and an Associates in Arts (AA) degree from Broward College. College Academy students are subject to additional eligibility criteria as published by the College Academy.

**It is the responsibility of the high school counselor to select courses from the approved dual credit course list ([See Appendix A](#)) that fulfill high school graduation requirements. For advising assistance you may refer to the general education and [program maps](#) on BC's website.

Eligibility Requirements

New students interested in dual enrollment must meet the following criteria:

- ✓ Minimum 3.0 unweighted high school GPA
- ✓ College-level test scores in all areas - Reading, English **and** Math (MAT1033)

Placement Test	English	Reading	Math
SAT	25+ (Writing and Language)	24+ (Reading)	24-26.4 (MAT1033) 26.5+ (MAC1105)
ACT	17+ (English)	19+ (Reading)	19-20 (MAT1033) 21+ (MAC1105)
PERT	103+ (Writing) <u>and</u> 106+ (Reading)	106+ (Reading)	114-122 (MAT1033) 123+ (MAC1105)

*Note: If students require PERT testing they must first obtain a dual enrollment testing form from the high school counselor **after they have completed the BC Online Application (see directions below)**. Then students must provide a copy of test scores to their high school counselor. The PERT exam is of no cost to the student on the first attempt. Students must pay \$15 for each retake. Please visit www.broward.edu/testing for more information on PERT study guides and testing center locations and times.*

Continued Eligibility Requirements

- ✓ Complete a **Dual Enrollment Recommendation Form** each term with student, parent/legal guardian, school counselor and principal signatures.
- ✓ Maintain a 3.0 unweighted high school GPA.
- ✓ Maintain a 2.0 Broward College GPA.
- ✓ Earn a grade of “C” or better in each college course.
- ✓ **Early Admission and College Academy students who receive a “D” or “F” grade may only be allowed to continue taking courses if approved by the school counselor from the high school and still meet eligibility requirements.**

Online Application Process

1. New dual enrollment students who have not been admitted to the dual enrollment program must fill out a BC [online application](#). Access the [Guide to Apply](#) Online for assistance.
2. Students will bring a printed copy of the BC application confirmation page with their BC ID number to the school counselor to begin the dual enrollment registration process.



Online Registration Process

1. Students must meet with their high school counselor to complete the “**Dual Enrollment Recommendation Form**”. (See Appendix B for sample)
2. The school counselor will select courses from the approved dual credit course list and document on the recommendation form in order to provide students with options if their initial course selection is closed/unavailable. Dual Enrollment students are limited to 11 credits per term. Early Admission students must enroll in a minimum of 12 credits per fall and spring term of their senior year with no more than a maximum of 18 credits per term.
 - All sections of the **Dual Enrollment Recommendation Form** must be filled out before submitting to BC; including BC student ID number obtained from the BC online application confirmation page, number of credits for which students are approved to register, specific approved courses, and signatures of the high school principal, school counselor, student and parent/legal guardian.
 - The original copy of the recommendation form will be submitted to Broward College, the school counselor will keep a copy, and one copy will go to the student.
3. The school counselor will submit the following information to Broward College for each dual enrollment student by the established deadline dates for Fall, Spring, and Summer terms:
 - Completed “**Dual Enrollment Recommendation Form**”
 - **A14 screenshot** – verifies student’s unweighted GPA (3.0 or higher)
 - **A21 screenshot** – verifies student’s test scores (for new dual enrollment students and students who have updated test scores)
 - Please include copy of AP or AICE scores if applicable.
4. Students are now ready to [register online](#) for open and approved courses during the [published registration dates](#). Access the [Steps to Register](#) document for assistance (See Appendix C).
5. Once registered for approved courses students must print out an official copy of their BC course schedule and present it to their school counselor.
6. After students have registered for their courses and presented a schedule to their school counselor, students are now ready to obtain their textbooks for the term.
 - Students are not responsible for the cost of textbooks or other materials which include lab coats, goggles, clickers and art supplies during any term.

- Public and charter school students can go to the bookstore where they are taking their courses to obtain their books. They should bring a copy of their DE Recommendation Form, course schedule, and their student ID.
 - If students are enrolled in courses on multiple BC campuses, they may be required to pick up their books from multiple campuses.
7. If any student has an IEP at school and would like to continue to receive the same services here at BC, the student will need to visit the [Accessibility Resources Office](#). These services are not automatically transferred to BC. It is highly recommended that students with an IEP utilize the services here at BC as well to ensure maximum student success.
 8. Students are now ready to attend class.
- ❖ ***Please note we have also included a checklist for dual enrollment students to assist them with the application and registration process. (See Appendix D)***



Dual Enrollment Deadline Dates

Spring Dual Enrollment Deadline Dates (January – May)

School Counselors will submit all required dual enrollment forms in one batch to BC by TBA.

Summer Dual Enrollment Deadline Dates (May – August)

School Counselors will submit all required dual enrollment forms in one batch to BC by TBA.

Fall Dual Enrollment Deadline Dates (August – December)

School Counselor will submit all required dual enrollment forms in one batch to BC by TBA.

Course Withdrawal Procedure

Students may drop/withdraw from courses by logging into their BC account online or visiting a campus admissions office in person. Students must drop/withdraw from courses by the College's published drop and withdrawal dates as indicated on the academic calendar (<http://www.broward.edu/calendar/Pages/term-dates.aspx>)

- Please note: All grades, including "W" for withdrawal and "WN" for withdrawal for non-attendance, become a part of the student's permanent college transcript, count as an attempt on a course and could have a negative effect on future college admissions, scholarship opportunities, and/or financial aid.



Procedure for Requesting Dual Enrollment Courses at High School Sites

Step 1	Broward College District Academic Affairs sends off-site Dual Enrollment “Course Request Form” to SBBC District Office for distribution to Broward County High School Public/Charter Principals and School Counseling Directors.
Step 2	Principals will be given a deadline date to submit completed forms to Broward College’s Academic Affairs District Office. Please send forms to Alexis Kitchman – akitchma@broward.edu .
Step 3	District Academic Affairs will obtain approval from Associate Deans and inform Principals via email.

BC Dual Enrollment Contacts

<p style="text-align: center;"><u>Central Campus</u></p> <p style="text-align: center;">Michele Campbell mbrown3@broward.edu</p> <p style="text-align: center;">Bruce Louis blouis@broward.edu</p>	<p style="text-align: center;"><u>North Campus</u></p> <p style="text-align: center;">Debra Hart dhart@broward.edu</p> <p style="text-align: center;">Joann O'Neill-Schwartz jschwar3@broward.edu</p>	<p style="text-align: center;"><u>South Campus and Partnership Centers</u></p> <p style="text-align: center;">Astride Edourad aedouard@broward.edu</p> <p style="text-align: center;">Edith De La Cruz edelacru@broward.edu</p>
<ul style="list-style-type: none"> • Cooper City HS • Dillard HS • Ft. Lauderdale HS • Nova HS • Piper HS • Plantation HS • South Plantation HS • Stranahan HS • Western HS • William T McFatter Technical HS 	<ul style="list-style-type: none"> • Atlantic Technical HS • Blanche Ely HS • Boyd Anderson HS • Broward Virtual School • Coconut Creek HS • Coral Glades HS • Coral Springs Charter HS • Coral Springs HS • Deerfield Beach HS • Monarch HS • Northeast HS • Pompano Beach HS • Somerset Prep Academy, Charter HS • Stoneman Douglas HS • Taravella, J.P. HS 	<ul style="list-style-type: none"> • Charles W. Flanagan HS • Cypress Bay HS • Everglades HS • Hallandale HS • Hollywood Hills HS • McArthur HS • Miramar HS • Pembroke Pines Charter HS • Somerset Academy Charter, Miramar Campus • Somerset Academy Charter HS • Somerset Arts Conservatory Charter HS • South Broward HS • West Broward HS

Dual Enrollment Courses			High School Graduation Subject Requirement Satisfied	High School Credit Awarded	College Credit Awarded	BC A.A. Gen. Ed. Category (if applicable)
AML	2010	American Literature Colonial to 1900	English	1.0	3	Humanities
AML	2020	American Literature Since 1900	English	1.0	3	Humanities
ENC	1101	Composition I	English	1.0	3	Communication (CORE)
ENC	1102	Composition II <i>Prerequisite(s): ENC1101 (Grade of C or better)</i>	English	1.0	3	Communication
ENC	2210	Professional & Technical Writing <i>Prerequisite(s): ENC1101 (Grade of C or better)</i>	English	1.0	3	
ENL	2012	British Literature I	English	1.0	3	Humanities
ENL	2022	British Literature II	English	1.0	3	Humanities
LIT	2000	Introduction to Literature	English	1.0	3	Humanities (CORE)
LIT	2110	World Literature from Ancient World Through Renaissance	English	1.0	3	Humanities
LIT	2120	World Literature from Elightenment to Modern	English	1.0	3	Humanities
ASL	1140	ASL I	Foreign Lang.	1.0	4	
ASL	1150	ASL II <i>Prerequisite(s): ASL1140 (Grade of C or better)</i>	Foreign Lang.	1.0	4	
ASL	2160	American Sign Language III <i>Prerequisite(s): ASL1150 (Grade of C or better)</i>	Foreign Lang.	1.0	4	Humanities
FRE	1120	Beginning French I	Foreign Lang.	1.0	4	
FRE	1121	Beginning French II <i>Prerequisite(s): FRE1120 (Grade of C or better)</i>	Foreign Lang.	1.0	4	
FRE	2220	Intermediate French I <i>Prerequisite(s): FRE1121 (Grade of C or better)</i>	Foreign Lang.	1.0	4	Humanities
GER	1120	Beginning German I	Foreign Lang.	1.0	4	
GER	1121	Beginning German II <i>Prerequisite(s): GER1120 (Grade of C or better)</i>	Foreign Lang.	1.0	4	
GER	2220	Intermediate German I <i>Prerequisite(s): GER1121 (Grade of C or better)</i>	Foreign Lang.	1.0	4	Humanities
HBR	1120	Beginning Hebrew I	Foreign Lang.	1.0	4	
HBR	1121	Beginning Hebrew II <i>Prerequisite(s): HBR1120 (Grade of C or better)</i>	Foreign Lang.	1.0	4	
HBR	2220	Intermediate Hebrew I <i>Prerequisite(s): HBR1121 (Grade of C or better)</i>	Foreign Lang.	1.0	4	Humanities
ITA	1120	Elementary Italian I	Foreign Lang.	1.0	4	
ITA	1121	Elementary Italian II <i>Prerequisite(s): ITA1120 (Grade of C or better)</i>	Foreign Lang.	1.0	4	
RUS	1120	Beginning Russian I	Foreign Lang.	1.0	4	
RUS	1121	Beginning Russian II <i>Prerequisite(s): RUS1120 (Grade of C or better)</i>	Foreign Lang.	1.0	4	
SPN	1120	Beginning Spanish I	Foreign Lang.	1.0	4	
SPN	1121	Beginning Spanish II <i>Prerequisite(s): SPN1120 (Grade of C or better)</i>	Foreign Lang.	1.0	4	
SPN	2220	Intermediate Spanish I <i>Prerequisite(s): SPN1121(Grade of C or better)</i>	Foreign Lang.	0.5	3	Humanities
SPN	2201	Intermediate Spanish II <i>Prerequisite(s): SPN2220 (Grade of C or better)</i>	Foreign Lang.	1.0	4	Humanities
MAC	1105	College Algebra <i>Prerequisite(s): MAT1033 (Grade of C or better) OR College-level Math placement</i>	Mathematics	1.0	3	Mathematics (CORE)

Dual Enrollment Courses			High School Graduation Subject Requirement Satisfied	High School Credit Awarded	College Credit Awarded	BC A.A. Gen. Ed. Category (if applicable)
MAC	1114	Trigonometry <i>Prerequisite(s): MAC1105 (Grade of C or better)</i>	Mathematics	1.0	3	Mathematics
MAC	1140	Pre Calculus Algebra <i>Prerequisite(s): MAC1105 (Grade of C or better)</i>	Mathematics	1.0	3	Mathematics
MAC	1147	Pre Cal. Algebra & Trigonometry <i>Prerequisite(s): MAC1105 (Grade of B or better)</i>	Mathematics	1.0	5	Mathematics
MAC	2233	Business Calculus <i>Prerequisite(s): MAC1105 (Grade of C or better)</i>	Mathematics	1.0	3	Mathematics
MAC	2311	Cal. & Analytical Geometry I <i>Prerequisite(s): MAC1114 (Grade of C or better) AND MAC1140 (Grade of C or better) OR MAC1147 (Grade of C or better)</i>	Mathematics	1.0	5	Mathematics (CORE)
MAC	2312	Cal. & Analytical Geometry II <i>Prerequisite(s): MAC2311 (Grade of C or better)</i>	Mathematics	1.0	5	Mathematics
MAC	2313	Cal. & Analytical Geometry III <i>Prerequisite(s): MAC2312 (Grade of C or better)</i>	Mathematics	1.0	5	
MAD	2104	Discrete Mathematics <i>Prerequisite(s): MAC1140 (Grade of C or better) OR MAC1147 (Grade of C or better)</i>	Mathematics	1.0	3	
MAP	2302	Differential Equations <i>Prerequisite(s): MAC2312 (Grade of C or better)</i>	Mathematics	1.0	3	
MAS	2103	Linear Algebra <i>Prerequisite(s): MAC1114 (Grade of C or better) AND MAC1140 (Grade of C or better) OR MAC1147 (Grade of C or better)</i>	Mathematics	1.0	3	
MAT	1033	Intermediate Algebra	Mathematics	0.5	3	
MGF	1106	Foundations of Mathematical Reasoning <i>Prerequisite(s): MAT1033 (Grade of C or better) OR College-level Math placement</i>	Mathematics	1.0	3	Mathematics (CORE)
MGF	1107	Survey of Mathematics <i>Prerequisite(s): MAT1033 (Grade of C or better) OR College-level Math placement</i>	Mathematics	1.0	3	Mathematics (CORE)
STA	2023	Statistics <i>Prerequisite(s): MAT1033 (Grade of C or better) OR College-level Math placement</i>	Mathematics	1.0	3	Mathematics (CORE)
ARC	1126C	Architectural Drawing	Performing/Fine Arts	0.5	4	
ARC	1301C	Intermediate Drawing <i>Pre or Corequisite(s): ARC1126C (Grade of C or better)</i>	Performing/Fine Arts	0.5	4	
ARC	1701	Survey of Architectural Hist.	Performing/Fine Arts	0.5	3	
ARH	2000	Art Appreciation	Performing/Fine Arts	0.5	3	Humanities (CORE)
ARH	2050	World Art: Prehistory to Gothic	Performing/Fine Arts	0.5	3	Humanities
ARH	2051	World Art: Renaissance to Modern	Performing/Fine Arts	0.5	3	Humanities
ART	1201C	2D Design	Performing/Fine Arts	0.5	3	
ART	1203C	3D Design	Performing/Fine Arts	0.5	3	
ART	1300C	Drawing I	Performing/Fine Arts	0.5	3	
ART	1600C	Computer Art	Performing/Fine Arts	0.5	3	

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ART	2330C	Life Drawing <i>Prerequisite(s): ART1300C (Grade of C or better)</i>	Performing/Fine Arts	0.5	3	
ART	2701C	Sculpture	Performing/Fine Arts	0.5	3	
DAN	2100	Dance Appreciation	Performing/Fine Arts	0.5	3	Humanities
MUH	2111	Music History & Literature	Performing/Fine Arts	0.5	3	Humanities
MUL	2010	Music Appreciation	Performing/Fine Arts	0.5	3	Humanities (CORE)
MUT	1001	Fundamentals of Music	Performing/Fine Arts	0.5	3	Humanities
PGY	2401C	Photography I	Performing/Fine Arts	0.5	3	
SPC	1024	Intro. to Speech Communication	Performing/Fine Arts	0.5	3	Communication
SPC	1608	Intro. to Public Speaking	Performing/Fine Arts	0.5	3	Communication
THE	2000	Theatre Appreciation	Performing/Fine Arts	0.5	3	Humanities (CORE)
TPP	2110C	Acting I	Performing/Fine Arts	0.5	3	
TPP	2111C	Acting II <i>Prerequisite(s): TPP2110C</i>	Performing/Fine Arts	0.5	3	
HLP	1081C	Health Fitness	Physical Education	0.5	2	Wellness
HSC	2100	Personal & Community Health	Physical Education	0.5	3	
PET	1303	Foundations of Exercise Science	Physical Education	0.5	3	
AST	1002	Horizons in Astronomy with AST1022L (Lab) <i>Note: AST1002 taken without AST1022L will only grant 0.5 high school credits and 3 college credits. Course and lab <u>do not</u> have to be taken at the same time.</i>	Science	1.0	4	Physical Science (CORE)
AST	1003	Astronomy of the Solar System with AST1022L (Lab) <i>Note: AST1003 taken without AST1022L will only grant 0.5 high school credits and 3 college credits. Course and lab <u>do not</u> have to be taken at the same time.</i>	Science	1.0	4	Physical Science
AST	1004	Astronomy of Stars & Galaxies with AST1022L (Lab) <i>Note: AST1004 taken without AST1022L will only grant 0.5 high school credits and 3 college credits. Course and lab <u>do not</u> have to be taken at the same time.</i>	Science	1.0	4	Physical Science
AST	1022L	Astronomy Lab <i>(Must be taken with lecture course to earn 1 full high school credit)</i>	Science	N/A	1	Physical Science Lab
BOT	2010	General Botany with BOT2010L (Lab) <i>Note: Course and lab <u>must</u> be taken at the same time.</i>	Science	1.0	4	Biological Science
BOT	2010L	Botony Lab <i>(Must be taken with lecture course to earn 1 full high school credit)</i>	Science	N/A	1	Biological Science Lab
BSC	1005	General Biology with BSC1005L (Lab) <i>Note: BSC1005 taken without BSC1005L will only grant 0.5 high school credits and 3 college credits. Course and lab <u>do not</u> have to be taken at the same time.</i>	Science	1.0	4	Biological Science (CORE)
BSC	1005L	Biology Lab <i>(Must be taken with lecture course to earn 1 full high school credit)</i>	Science	N/A	1	Biological Science Lab
BSC	1311	Introduction to Marine Biology <i>(There is no lab for this course.)</i>	Science	0.5	3	Biological Science
BSC	2010	Introduction to Biology I with BSC2010L (Lab) <i>Pre or Corequisite(s): CHM1045 and CHM1045/L (Grade of C or better). Note: Course and lab <u>must</u> be taken at the same time.</i>	Science	1.0	4	Biological Science (CORE)

Dual Enrollment Courses			High School Graduation Subject Requirement Satisfied	High School Credit Awarded	College Credit Awarded	BC A.A. Gen. Ed. Category (if applicable)
BSC	2010L	Intoducation to Biology I Lab <i>(Must be taken with lecture course to earn 1 full high school credit)</i>	Science	N/A	1	Biological Science Lab
BSC	2011	Introduction to Biology II with BSC2011L (Lab) <i>Prerequisite(s): BSC2010 (Grade of C or better) AND BSC2010L (Grade of C or better)</i> <i>Note: Course and lab must be taken at the same time.</i>	Science	1.0	4	
BSC	2011L	Introduction to Biology II Lab <i>(Must be taken with lecture course to earn 1 full high school credit)</i>	Science	N/A	1	
BSC	2085	Human Anatomy & Physiology I with BSC2085L (Lab) <i>Note: Course and lab must be taken at the same time.</i>	Science	1.0	4	Biological Science (CORE)
BSC	2085L	Human Anatomy & Physiology I Lab <i>(Must be taken with lecture course to earn 1 full high school credit)</i>	Science	N/A	1	Biological Science Lab
BSC	2086	Human Anatomy & Physiology II with BSC2086L (Lab) <i>Prerequisite(s): BSC2085 (Grade of C or better) AND BSC2085L (Grade of C or better)</i> <i>Note: Course and lab must be taken at the same time.</i>	Science	1.0	4	
BSC	2086L	Human Anatomy & Physiology II Lab <i>(Must be taken with lecture course to earn 1 full high school credit)</i>	Science	N/A	1	
CHM	1020	Introduction to Chemistry with CHM1020L (Lab) <i>Note: CHM1020 taken without CHM1020L will only grant 0.5 high school credits and 3 college credits.</i> <i>Course and lab do not have to be taken at the same time.</i>	Science	1.0	4	Physical Science (CORE)
CHM	1020L	Introduction to Chemistry Lab <i>(Must be taken with lecture course to earn 1 full high school credit)</i>	Science	N/A	1	Physical Science Lab
CHM	1025	Introducation to Chemistry <i>Pre or corequisite(s): MAT1033 (Grade of C or better) OR College-level Math placement</i> <i>(There is no lab with this course.)</i>	Science	0.5	3	
CHM	1032	Chemistry for Health Sciences with CHM1032L (Lab) <i>Note: CHM1032 taken without CHM1032L will only grant 0.5 high school credits and 3 college credits.</i> <i>Course and lab do not have to be taken at the same time.</i>	Science	1.0	4	Physical Science
CHM	1032L	Chemistry for Health Sciences Lab <i>(Must be taken with lecture course to earn 1 full high school credit)</i>	Science	N/A	1	Physical Science Lab
CHM	1045	General Chemistry I with CHM1045L (Lab) <i>Prerequisite(s): MAC1105 (Grade of C or better)</i> <i>Note: Course and lab must be taken at the same time.</i>	Science	1.0	4	Physical Science (CORE)
CHM	1045L	General Chemistry 1 Lab <i>(Must be taken with lecture course to earn 1 full high school credit)</i>	Science	N/A	1	Physical Science Lab
CHM	1046	General Chemistry II with CHM1046L (Lab) <i>Prerequisite(s): CHM1045 (Grade of C or better) AND CHM1045L (Grade of C or better)</i> <i>Note: Course and lab must be taken at the same time.</i>	Science	1.0	4	

Dual Enrollment Courses			High School Graduation Subject Requirement Satisfied	High School Credit Awarded	College Credit Awarded	BC A.A. Gen. Ed. Category (if applicable)
CHM	1046L	General Chemistry II Lab <i>(Must be taken with lecture course to earn 1 full high school credit)</i>	Science	N/A	1	
CHM	2210	Organic Chemistry I with CHM2210L (Lab) <i>Prerequisite(s): CHM1046 (Grade of C or better) AND CHM1046L (Grade of C or better)</i> <i>Note: Course and lab must be taken at the same time.</i>	Science	1.0	4	
CHM	2210L	Organic Chemistry I Lab <i>(Must be taken with lecture course to earn 1 full high school credit)</i>	Science	N/A	1	
CHM	2211	Organic Chemistry II with CHM2211 L (Lab) <i>Prerequisite(s): CHM2210 (Grade of C or better) AND CHM2210L (Grade of C or better)</i> <i>Note: Course and lab must be taken at the same time.</i>	Science	1.0	4	
CHM	2211L	Organic Chemistry II Lab <i>(Must be taken with lecture course to earn 1 full high school credit)</i>	Science	N/A	1	
ESC	1000	Earth Science with ESC1000L (Lab) <i>Note: ESC1000 taken without ESC1000L will only grant 0.5 high school credits and 3 college credit. Course and lab <u>do not</u> have to be taken at the same time.</i>	Science	1.0	4	Physical Science (CORE)
ESC	1000L	Earth Science Lab <i>(Must be taken with lecture course to earn 1 full high school credit)</i>	Science	N/A	1	Physical Science Lab
EVR	1001	Introduction to Environmental Science <i>(There is no lab for this course.)</i>	Science	0.5	3	Biological Science or Physical Science (CORE)
GLY	1010	Physical Geology with GLY1010L (Lab) <i>Note: GLY1010 taken without GLY1010L will only grant 0.5 high school credits and 3 college credit. Course and lab <u>do not</u> have to be taken at the same time.</i>	Science	1.0	4	Physical Science
GLY	1010L	Physical Geology Lab <i>(Must be taken with lecture course to earn 1 full high school credit)</i>	Science	N/A	1	Physical Science Lab
GLY	1100	Historical Geology <i>Note: GLY1100 taken without GLY1100L will only grant 0.5 high school credits and 3 college credit. Course and lab <u>do not</u> have to be taken at the same time.</i>	Science	1.0	4	Physical Science
GLY	1100L	Historical Geology Lab <i>(Must be taken with lecture course to earn 1 full high school credit)</i>	Science	N/A	1	Physical Science Lab
MCB	2010	Microbiology <i>Prerequisite(s): BSC2085 (Grade of C or better) AND BSC2085L (Grade of C or better) AND CHM1032 (Grade of C or better)</i> <i>Note: Course and lab must be taken at the same time.</i>	Science	1.0	4	
MCB	2010L	Microbiology Lab <i>Prerequisite(s) BSC2085 (Grade of C or better) AND BSC2085L (Grade of C or better) AND CHM1032 (Grade of C or better)</i> <i>Pre or corequisite(s) MCB 2010</i> <i>(Must be taken with lecture course to earn 1 full high school credit)</i>	Science	N/A	1	

Dual Enrollment Courses			High School Graduation Subject Requirement Satisfied	High School Credit Awarded	College Credit Awarded	BC A.A. Gen. Ed. Category (if applicable)
OCE	1001	Introductory to Oceanography <i>Note: OCE1001 taken without OCE1001L will only grant 0.5 high school credits and 3 college credit. Course and lab <u>do not</u> have to be taken at the same time.</i>	Science	1.0	4	Physical Science
OCE	1001L	Oceanography Lab <i>Pre or corequisite(s) OCE1001 Must be taken with lecture course to earn 1 full high school credit)</i>	Science	N/A	1	Physical Science Lab
PHY	1001	Applied Physics <i>Prerequisite(s): MAT1033 (Grade of C or better) OR College-level Math placement. Note: Course and lab <u>do not</u> have to be taken at the same time.</i>	Science	1.0	4	Physical Science
PHY	1001L	Applied Physics Lab <i>(Pre or corequisite(s): PHY1001 (Grade of C or better) Must be taken with lecture course to earn 1 full high school credit)</i>	Science	N/A	1	Physical Science Lab
PHY	2048	General Physics with Calculus I with PHY2048L (Lab) <i>Prerequisite(s): MAC2311 (Grade of C or better) AND Corequisite PHY2048L (Grade of C or better) Note: Course and lab <u>must</u> be taken at the same time.</i>	Science	1.0	5	Physical Science (CORE)
PHY	2048L	General Physics with Calculus I Lab <i>Pre or corequisite(s): PHY2048 (Grade of C or better) (Must be taken with lecture course to earn 1 full high school credit)</i>	Science	N/A	1	
PHY	2049	General Physics & Calculus II with PHY2049L (Lab) <i>Pre or corequisite(s): MAC2312 (Grade of C or better) AND Prerequisite(s): PHY2048 (Grade of C or better) AND PHY2048L (Grade of C or better). Note: Course and lab <u>must</u> be taken at the same time.</i>	Science	1.0	5	Physical Science
PHY	2049L	General Physics with Calculus II Lab <i>Prerequisite(s): PHY2048 (Grade of C or better) AND PHY2048L (Grade of C or better) Pre or corequisite(s): PHY2049 (Grade of C or better) (Must be taken with lecture course to earn 1 full high school credit)</i>	Science	N/A	1	
PHY	2053	General Physics I with PHY2053L (Lab) <i>Prerequisite(s): MAC1114 (Grade of C or better) Note: Course and lab <u>must</u> be taken at the same time.</i>	Science	1.0	4	Physical Science (CORE)
PHY	2053L	General Physics I Lab <i>(Must be taken with lecture course to earn 1 full high school credit)</i>	Science	N/A	1	Physical Science Lab
PHY	2054	General Physics II with PHY2054L (Lab) <i>Prerequisite(s): PHY2053 (Grade of C or better) AND PHY2053L (Grade of C or better) Note: Course and lab <u>must</u> be taken at the same time.</i>	Science	1.0	4	
PHY	2054L	General Physics II Lab <i>(Must be taken with lecture course to earn 1 full high school credit)</i>	Science	N/A	1	
PSC	1121	Physical Sciences Survey with PSC1121L (Lab) <i>Note: PSC1121 taken without PSC1121L will only grant 0.5 high school credits and 3 college credits. Course and lab <u>do not</u> have to be taken at the same time.</i>	Science	1.0	4	Physical Science

Dual Enrollment Courses			High School Graduation Subject Requirement Satisfied	High School Credit Awarded	College Credit Awarded	BC A.A. Gen. Ed. Category (if applicable)
PSC	1121L	Physical Sciences Lab <i>(Must be taken with lecture course to earn 1 full high school credit)</i>	Science	N/A	1	Physical Science Lab
ZOO	2010	General Zoology with ZOOL (Lab) <i>Note: Course and lab <u>must</u> be taken at the same time.</i>	Science	0.5	4	Biological Science
ZOO	2010L	General Zoology Lab <i>(Must be taken with lecture course to earn 1 full high school credit)</i>	Science	N/A	1	
AMH	2010	Hist. of the U.S. to 1865	Social Studies	0.5	3	Social Science
AMH	2020	Hist. of the U.S. Since 1865	Social Studies	0.5	3	Social/Behavioral Science (CORE)
POS	2041	National Government	Social Studies	0.5	3	Social/Behavioral Science (CORE)
ACG	2001	Principles of Accounting I *	Electives	0.5	3	
ACG	2011	Principles of Accounting II * <i>Prerequisite(s): ACG2001 (Grade of C or better)</i>	Electives	0.5	3	
ACG	2071	Managerial Accounting * <i>Prerequisite(s): ACG2011 (Grade of C or better)</i>	Electives	0.5	3	
AMH	2035	United States 1945 to Present	Electives	0.5	3	
AMH	2091	History of the African Americans	Electives	0.5	3	Social Science
AML	2600	Afro American Writers	Electives	0.5	3	Humanities
AML	2631	Hispanic American Writers	Electives	0.5	3	Humanities
ANT	2000	Introduction to Anthropology	Electives	0.5	3	Social/Behavioral Science (CORE)
ANT	2140	Introduction to Archaeology	Electives	0.5	3	Behavioral Science
ANT	2211	Introduction to World Ethnology Peoples	Electives	0.5	3	Behavioral Science
ARC	2461	Materials and Methods of Construction	Electives	0.5	4	
ASC	1010	History of Aviation	Electives	0.5	3	
ASC	1100	Navigational Science I <i>Pre or corequisite(s): ATT1100 (Grade of C or better)</i>	Electives	0.5	3	
ASC	2870	Aviation Safety * <i>Prerequisite(s): ASC1100 (Grade of C or better) AND ATT1100 (Grade of C or better)</i>	Electives	0.5	3	
ATT	1100	Aeronautical Science <i>Corequisite(s): ASC1100 (Grade of C or better)</i>	Electives	0.5	3	
AVM	2410	Airport Management	Electives	0.5	3	
AVM	2450	Airport Planning and Design	Electives	0.5	3	
AVM	2510	Airline Management	Electives	0.5	3	
BCN	1272	Building Construction Plans Interpretation	Electives	0.5	2	
BCN	2560	Mechanical & Electrical Systems	Electives	0.5	3	
BCT	1770	Construction Estimating 1	Electives	0.5	3	
BCT	1767	OSHA Standards	Electives	0.5	2	
BCT	2040	MEP Plans Interpretation	Electives	0.5	2	
BCT	2760	Building Codes & Regulations	Electives	0.5	2	
BUL	2241	Business Law I	Electives	0.5	3	
BUL	2242	Business Law II	Electives	0.5	3	
CCJ	1020	Introduction to Criminal Justice	Electives	0.5	3	
CCJ	2191	Human Behavior in Criminal Justice	Electives	0.5	3	
CET	1114C	Digital Techniques *	Electives	0.5	5	
CET	1117C	Microprocessors I * <i>Prerequisite(s): CET1114C (Grade of C or better)</i>	Electives	0.5	4	

Dual Enrollment Courses			High School Graduation Subject Requirement Satisfied	High School Credit Awarded	College Credit Awarded	BC A.A. Gen. Ed. Category (if applicable)
CET	2486C	Networking Technology *	Electives	0.5	3	
CET	2742C	Advanced Networking * <i>Prerequisite(s): CET2486C (Grade of C or better)</i>	Electives	0.5	3	
CGS	1060C	Computer and Internet Literacy	Electives	0.5	3	Computer Literacy
CGS	1540C	Database Management *	Electives	0.5	3	
CGS	1557C	Internet Site Design * <i>Prerequisite(s): CGS1060C (Grade of C or better)</i>	Electives	0.5	3	
CGS	2100C	Computer Applications <i>Prerequisite(s): CGS1060C (Grade of C or better)</i>	Electives	0.5	3	
CHD	1320	Curriculum Planning for Early Childhood *	Electives	0.5	3	
CHD	1331	Creativity for Young Children	Electives	0.5	3	
CHD	1334	Children's Literature & Language Arts	Electives	0.5	3	
CHD	1338	Math & Science for the Young Child	Electives	0.5	3	
CHD	2800	Admin. & Mgmt in Early Childhood Education *	Electives	0.5	3	
CJC	2000	Introduction to Corrections *	Electives	0.5	3	
CJE	1300	Intro to Criminal Justice Administration & Mgmt	Electives	0.5	3	
CJE	2400	Police Community Relations *	Electives	0.5	3	
CJE	2600	Criminal investigation *	Electives	0.5	3	
CJE	2640	Introduction to Criminalistics	Electives	0.5	3	
CJE	2770	Forensic Photography and Visual Documentation	Electives	0.5	3	
CJL	1062	Constitutional Law	Electives	0.5	3	
CJL	1100	Criminal Law	Electives	0.5	3	
CJL	1130	Criminal Evidence and Court Procedures	Electives	0.5	3	
COP	1000C	Introduction to Computer Programming	Electives	0.5	3	
COP	1334C	Introduction to C++ <i>Prerequisite(s): MAT1033 (Grade of C or better) OR College-level Math placement</i>	Electives	0.5	3	
CRW	1001	Creative Writing I	Electives	0.5	3	
CRW	1100	Fictional Writing	Electives	0.5	3	
CTS	1133C	A+ Comprehensive *	Electives	0.5	3	
CTS	1851C	Web Authoring 1	Electives	0.5	4	
CTS	2131C	A+ Practical * <i>Prerequisite (s) CTS1133C (Grade of C or better)</i>	Electives	0.5	3	
CTS	2383C	Managing a Server Network Operating System * <i>Prerequisite(s): CET2742C (Grade of C or better)</i>	Electives	0.5	3	
DAA	1504	Jazz Dance I	Electives	0.5	2	
DAA	2280	Ballet I	Electives	0.5	2	
DEP	2002	Developmental Psychology I: Child Psychology	Electives	0.5	3	Behavioral Science
DEP	2004	Developmental Psychology	Electives	0.5	3	Behavioral Science
DEP	2302	Developmental Psych II: Adolescent & Young Adult	Electives	0.5	3	Humanities
DIG	2100C	Web Development 1	Electives	0.5	3	
DIG	2311C	Fundamentals of Digital Media Using Flash	Electives	0.5	3	
ECO	2013	Principles of Economics I	Electives	0.5	3	Social/Behavioral Science (CORE)

Dual Enrollment Courses			High School Graduation Subject Requirement Satisfied	High School Credit Awarded	College Credit Awarded	BC A.A. Gen. Ed. Category (if applicable)
ECO	2023	Principles of Economics II	Electives	0.5	3	
EDF	1005	Introduction to the Teaching Profession	Electives	0.5	3	
EDF	2085	Intro. to Diversity & Exceptionalities	Electives	0.5	3	
EEC	1200	Early Childhood Education	Electives	0.5	3	
EEC	1603	Child Guidance	Electives	0.5	3	
EET	1084C	Introduction to Electronics	Electives	0.5	3	
EGS	1001	Introduction to Engineering	Electives	0.5	3	
EME	2040	Introduction to Educational Technologies	Electives	0.5	3	
ENG	2101	the Film as Literature	Electives	0.5	3	Humanities
ENL	2330	Introduction to Shakespeare	Electives	0.5	3	
ETD	1320C	Basic CAD *	Electives	0.5	3	
ETD	2350C	Advanced CAD * <i>Prerequisite(s): ETD1320 (Grade of C or better)</i>	Electives	0.5	3	
ETI	1110C	Introduction to Quality Assurance *	Electives	0.5	3	
ETI	1420	Processes and Materials *	Electives	0.5	3	
EUH	1000	Western Civilization I	Electives	0.5	3	Social Science
EUH	1001	Western Civilization II	Electives	0.5	3	Social Science
EUH	2032	History of the Holocaust	Electives	0.5	3	
FIN	2100	Personal Finance	Electives	0.5	3	
GEA	2000	World Geography	Electives	0.5	3	Social Science
GEA	2030	Geography of the Eastern World	Electives	0.5	3	Social Science
GEA	2040	Geography of the Western World	Electives	0.5	3	Social Science
GEB	2011	Introduction to Business	Electives	0.5	3	
GEB	2112	Entrepreneurship	Electives	0.5	3	
GEO	1000	Introduction to Geography	Electives	0.5	3	Social Science
GEO	2370	Conservation of Natural Resources	Electives	0.5	3	Social Science
GEO	2420	Introduction to Human and Cultural Geography	Electives	0.5	3	Social Science
GIS	1030	Remote Sensing and Applications	Electives	0.5	3	
GIS	1040C	Introduction to Geographic information Systems I	Electives	0.5	4	
GIS	1042C	Introduction to Geographic information Systems II <i>Prerequisite(s): GIS1040C (Grade of C or better)</i>	Electives	0.5	3	
GIS	1047C	Applications of Geographic information Systems <i>Prerequisite(s): GIS1040C (Grade of C or better) AND GIS1042C (Grade of C or better)</i>	Electives	0.5	3	
HSC	1531	Medical Terminology	Electives	0.5	3	
HSC	2400	First Aid and Safety	Electives	0.5	3	
HUM	1020	Introduction to Humanities	Electives	0.5	3	Humanities (CORE)
HUN	1201	Human Nutrition	Electives	0.5	3	
IDH	2121	Honors interdisciplinary Studies <i>Prerequisite(s): ENC1101 (Grade of C or better)</i>	Electives	0.5	3	
INR	2002	Introduction to International Relations	Electives	0.5	3	Social Science

Dual Enrollment Courses			High School Graduation Subject Requirement Satisfied	High School Credit Awarded	College Credit Awarded	BC A.A. Gen. Ed. Category (if applicable)
JOU	1100	Basic Reporting <i>Prerequisite(s): ENC1101 (Grade of C or better)</i>	Electives	0.5	3	
JST	1500	Survey of the Jewish Culture	Electives	0.5	3	
JST	1700	The Holocaust	Electives	0.5	3	
JST	2400	Survey of Jewish Civilization	Electives	0.5	3	
JST	2815	History of Modern Israel	Electives	0.5	3	
LAH	1004	History of the Two Americas I	Electives	0.5	3	
LAH	1005	History of the Two Americas II	Electives	0.5	3	
LIT	2020	Introduction to the Short Story	Electives	0.5	3	Humanities
LIT	2030	Great Ideas in Poetry	Electives	0.5	3	Humanities
LIT	2190	Caribbean Literature	Electives	0.5	3	Humanities
LIT	2310	Literature of the Supernatural and Science Fiction	Electives	0.5	3	Humanities
MAN	2021	Introduction to Management	Electives	0.5	3	
MAN	2604	international Business Environment	Electives	0.5	3	
MAR	1011	Principles of Marketing for the 21st Century	Electives	0.5	3	
MAR	2141	International Marketing	Electives	0.5	3	
MKA	1511	Advertising	Electives	0.5	3	
MMC	1000	Introduction to Mass Communications	Electives	0.5	3	
MNA	1161	Introduction to Customer Service	Electives	0.5	3	
PHI	1100	Introduction to Logic	Electives	0.5	3	Humanities
PHI	2010	Introduction to Philosophy	Electives	0.5	3	Humanities (CORE)
PHI	2600	Introduction to Ethics	Electives	0.5	3	Humanities
PLA	1003	Introduction to Paralegal Studies <i>Pre or corequisite(s): ENC1101 (Grade of C or better)</i>	Electives	0.5	3	
POS	2112	State and Local Government	Electives	0.5	3	Social Science
PSY	2012	General Psychology	Electives	0.5	3	Social/Behavioral Science (CORE)
PSY	2043	Advanced General Psychology <i>Prerequisite(s): PSY2012</i>	Electives	0.5	3	
REL	2000	Introduction to the Study of Religion	Electives	0.5	3	Humanities
REL	2300	World Religions	Electives	0.5	3	Humanities
RTV	2000	Introduction to Radio and Television	Electives	0.5	3	
RTV	2241C	Television Production I	Electives	0.5	3	
SCM	1010	Introduction to Transportation and Logistics	Electives	0.5	3	
SCM	1154	Supply Chain Management	Electives	0.5	3	
SCM	2098	Warehouse Operations	Electives	0.5	3	
SLS	1001	Strategies for Success	Electives	0.5	3	
SOP	2002	Social Psychology	Electives	0.5	3	Humanities
SYG	2000	Principles of General Sociology	Electives	0.5	3	Social/Behavioral Science (CORE)
SYG	2010	Social Problems	Electives	0.5	3	Behavioral Science
SYG	2322	Juvenile Delinquency	Electives	0.5	3	
SYG	2421	Marriage and Families intercultural	Electives	0.5	3	
TPA	2200	Stagecraft	Electives	0.5	3	
WOH	2040	World in the Twentieth Century	Electives	0.5	3	Social Science

DUAL ENROLLMENT RECOMMENDATION FORM

EMPLOYEE
INITIALS

TERM

DATE

Student's Name _____

Last

First

Middle

Broward College Student ID No. _____ Date of Birth _____ High School ID No. _____

Unweighted Grade Point Average (on 4.0 scale) _____ Anticipated graduation date _____

Home Address: _____ City, Zip: _____

Phone: _____ E-mail: _____

This Dual Enrollment Recommendation Form must be completed and certified by the Principal and School Counselor at the high school where the student is enrolled. The purpose is to recommend a student for enrollment to the Dual Enrollment program at Broward College in accordance with the provisions of the Dual Enrollment articulation agreement and Florida Statutes 1007.27 and 1007.271.

Acceleration Program (indicate one):
☐ **Dual Enrollment.** College credits earned and applied toward high school diploma.

☐ **Early Admission.** Students must enroll in at least 12 credits during both fall and spring terms, be a senior in high school, and maintain a college GPA of 2.0 or greater.
Admission Criteria for High School Students

- Initial Eligibility Requirements** - High school unweighted 3.0 grade point average on a 4.0 scale, and testing college-ready in all areas — English, Reading and Math. **Continued Eligibility** - Earn a C or better in each course and maintain a 2.0 college grade point average on a 4.0 scale. If the student is projected to graduate from high school before the scheduled completion date of a postsecondary course, the student may not register for dual enrollment. The student may apply to the college and pay the required registration, tuition, and fees if the student meets the college's admission requirements under s.1007.263.
- Students participating exclusively in the Student Life Skills (SLS) course must be a high school senior with an unweighted GPA of 2.5-2.9, as indicated in the Dual Enrollment Articulation Agreement.
- Students receiving any kind of disability services through their high school will need to contact Broward College's Accessibility Resources Office directly to arrange for services to be provided.

College-Level Course Outcomes and Expectations

- Any letter grade below a "C" will not count as credit toward satisfaction of the requirements in Rule 6A-10.030, F.A.C. All grades are calculated in a student's GPA and will appear on the student's permanent college transcript. Withdrawals may affect subsequent postsecondary admission, financial aid and scholarship opportunities. Students may not repeat courses of which a W, WN, D or F grade was earned while in the DE program.
- While appropriate for college-level study, course materials and class discussions may reflect topics not typically included in secondary courses. Courses will not be modified to accommodate variations in student age and/or maturity.
- To minimize student costs for excess hours, parents, students and their school counselor should select courses to meet high school graduation and college degree requirements, including approved program common prerequisites. General education courses are strongly encouraged. Visit www.broward.edu/dual for a complete list of dual enrollment approved courses.

Attendance/Drop/Withdrawal Requirements

It is the student's responsibility to attend all classes in which he/she is enrolled. **Students who wish to drop or withdraw from a course are responsible for completing this process online or at a BC admissions office by the published deadline dates on the academic calendar by session.** High school students must notify their high school counselor if they choose to drop or withdraw from a course. Each faculty member is required to report non-attendance through the enrollment verification period which will result in a grade of WN on a student's transcript.

Student Signature _____ Date: _____

Parent(s) / Legal Guardian(s) Signature _____ Date: _____

The high school counselor is responsible for advising the student each term, at which time the student's eligibility for enrollment in specific approved courses at Broward College must be verified by the high school principal. College courses count for either 0.5 or 1 high school credit as defined by the Florida Department of Education (fldoe.org).

Registration for term (must be completed by High School Counselor) ☐ Fall (Aug.-Dec.) ☐ Spring (Jan.-May) ☐ Summer (May-Aug.)**APPROVED COURSES** (to be completed by High School Counselor)

APPROVED COURSE ID	CREDIT HOURS	APPROVED COURSE ID	CREDIT HOURS
<input type="checkbox"/> _____	_____	<input type="checkbox"/> _____	_____
<input type="checkbox"/> _____	_____	<input type="checkbox"/> _____	_____
<input type="checkbox"/> _____	_____	<input type="checkbox"/> _____	_____
<input type="checkbox"/> _____	_____	<input type="checkbox"/> _____	_____

Student is approved to take _____ credits this term. ☐ Checked box indicates high school graduation requirement.

School Counselor's Signature _____ Date _____

Principal's Signature _____ Date _____

Name of School _____

1. **Go** to www.broward.edu.
2. **CLICK** Login on the top right-hand side of the website
BROWARD COLLEGE ONE ACCESS screen will appear
EMAIL Enter your BC email address or user name
PASSWORD Enter your birth month and year (MMYYYY)
CLICK Continue
CHOOSE the myBC application
Note: If it is your first time logging in to myBC, there will be some policies you need to review and accept as well as authorizations that you will need to review and answer accordingly. After navigating past these screens, you can then view the myBC homepage.
3. **CLICK** Registration on the myBC homepage
4. **CLICK** Add/Drop
5. **CLICK** Select Term (you plan to register in)
6. **ENTER** the Course ID #'s and select your choice of Campus **OR**
ENTER up to five Course Reference Numbers and Options (if applicable)
7. **CLICK** Search Now
8. **CLICK** the courses you wish to register for and **CLICK** Complete Transaction (makes selections permanent)

Get your textbooks at the bookstore

Public, charter and home school students are not responsible to pay for their textbooks and can obtain them by visiting the bookstore at the campus where their courses are located. Student should bring a copy of their schedule and BC ID card to the bookstore. No books should be ordered online.

Private school students are required to pay for their textbooks.

Dual Enrollment Public/Charter School Student Checklist

- ☐ 1. Meet the following Dual Enrollment eligibility requirements:

Minimum 3.0 unweighted high school GPA

College Level test scores in all areas – English, Reading **and Math** (*If students require PERT testing they must first obtain a dual enrollment testing form from their school counselor **after they have completed the BC Online Application and obtained a BC ID number.***)

Placement Test	English	Reading	Math
SAT	25+ (Writing & Lang.)	24+ (Reading)	24-26.4 (MAT1033) 26.5+ (MAC1105)
ACT	17+ (English)	19+ (Reading)	19-20 (MAT1033) 21+ (MAC1105)
PERT	103+ (Writing) <u>and</u> 106+ (Reading)	106+ (Reading)	114-122 (MAT1033) 123+ (MAC1105)

****Students must provide a completed and signed testing referral form from their high school counselor prior to each test attempt.**

- ☐ 2. Submit a Broward College [online application](#). Access the [Guide to Apply Online](#) for assistance.
(Continuing dual enrollment and early admission students skip to number 4)
- ☐ 3. Print out your Broward College application submission confirmation page and bring to your School Counselor.
- ☐ 4. Meet with School Counselor to select classes and complete the *Dual Enrollment Recommendation Form*.
Note: The form requires the signatures of the high school principal, school counselor, student and parent/legal guardian.
- ☐ 5. [Register online](#) for approved classes listed on your Dual Enrollment Recommendation Form during [published registration dates](#). Access the [Steps to Register](#) document for assistance.
- ☐ 6. Print out a copy of your BC course schedule and present it to your school counselor.
- ☐ 7. It's time to get your books!
❖ **Public and Charter School Students:** Bring a copy of your BC schedule, a copy of your Dual Enrollment Recommendation Form to the bookstore and your BC student ID card. No other forms are required to obtain your books.
- ☐ 8. If you will be parking on campus, you will need to order your [parking decal](#) online. You can obtain your BC Student ID card at any student life office.
- ☐ 9. Please note, if you are receiving any kind of disability services at your high school, these services do not transfer to BC automatically. You will need to visit our [Accessibility Resources Office](#) and work with an advisor there to obtain any kind of services.