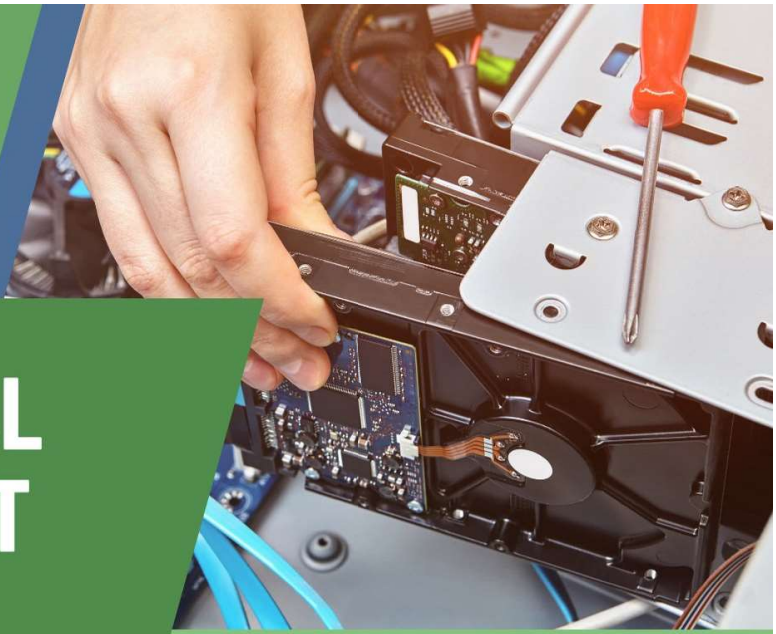




2024- 2025
ACADEMIC
YEAR

MARION
TECHNICAL COLLEGE



CAREER DUAL ENROLLMENT

Apply @ MarionTC.edu
Application Deadline is APRIL 15, 2024



The Career Dual Enrollment program is an option for high school students to enroll in post-secondary courses, to earn elective credit towards high school graduation requirements, and to earn a career program certification.

Classes Begin in August 2024

Information Packet

 1014 SW 7th Rd, Ocala, FL 34471
 MarionTC.edu

 DualEnrollMTC@gmail.com
An Equal Opportunity School © 2024 Marion Technical College

Eligibility Requirements

A student must:

- Be enrolled in a Marion County high school or be a registered MCPS homeschool student.
- Have a cumulative grade point average (GPA) of 2.0 or above unweighted.
- Be on track to graduate on time, and have a guidance counselor's recommendation.
- Be enrolled in 11th or 12th grade and be at least 16 years old. (Some programs have a 17 or 18 age requirement).
- Have a good discipline history and be free of disciplinary actions the semester prior to enrollment at Marion Technical College.
- Have no more than 10% absences based on prior year's attendance. This includes excused absences and unexcused absences.

Program Enrollment Expectations

MTC dual enrolled students must:

- Maintain a minimum 2.0 unweighted grade point average in their MTC Career program and in their high school academic classes.
- Be on track to graduate from high school.
- Maintain good attendance and good discipline records at their high school.
- Maintain a good attendance and discipline record at MTC.
- Adequately progress through the MTC Career program and maintain the program standards.

**Students that fail to maintain these expectations will be dismissed from the Career Dual Enrollment program.*

Program Completion Requirements

- Complete the number of required program hours. **Students must attend 90% of the program hours to receive a certification of completion.**
- Achieve the minimum grade required for the program. (Some programs are 80%, others are 70%).
- Pass basic skills exam (PERT) and/or certification/licensure exam.

High School Credits

Students earn high school credits for completed college courses. For every 150 hours of successful completion of career program courses, students are awarded 1 credit towards high school graduation requirements.

APPLICATIONS WILL BE ACCEPTED BETWEEN FEBRUARY 15, 2024 to APRIL 15, 2024

Frequently Asked Questions

Is transportation provided?

- No. Students are responsible to get to and from their class meetings. Students will be provided a parking sticker for their vehicle.

Is there are dress code?

- Yes. Students must adhere to the 2024-2025 Student Handbook located at MarionTC.edu.

Are IDs required?

- Yes. All MTC students must wear their badge while on any of the campuses.

Can I enroll in more than one program at a time?

- Depends. High school students can only enroll in one program at a time but can possibly complete two of the shorter programs within a year. (Example: CNA, Phlebotomy)

Will there be adult students in my program?

- Yes. MTC is a postsecondary college institution. There will be adult students of all ages enrolled in the programs.

What is the Attendance Policy?

- Missing more than 10% of the scheduled class time is considered excessive, and will result in disciplinary action or withdrawal from the program.

Where are the programs located?

- Marion Technical College, Main Campus – 1014 SW 7th Rd Ocala, FL
- Marion Technical College, Extension Campus – 1614 E Fort King St, Ocala, FL
- Florida State Fire College – 11655 NW Gainesville Rd, Ocala, FL
- MTC Transportation & Logistics Center – 3050 NE 36th Ave, Ocala, FL

How much will I be required to pay for participating in a Dual Enrollment program?

- Marion County Public School students are provided tuition, fees, textbooks and instruction materials (on loan) free of charge.
- Students may be required to pay for drug screening, background checks, uniforms, and personal protective gear (shoes, safety glasses, gloves, etc.).

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APPLICATION PROCESS

Applications open on the Marion Technical College website, MarionTC.edu on FEBRUARY 15, 2024 and close on APRIL 15, 2024.

Discuss your eligibility for Dual Enrollment with your Guidance Counselor

Get the Parent Permission/Guidance Counselor Recommendation form from your guidance counselor with your counselor's signature and the Online Registration Code (You need this code to fill out the application on the MTC website).

Go to MarionTC.edu, click the APPLY NOW tab and fill out the online application (See directions in this packet)

Have your parent/guardian sign the Parent Permission/Guidance Counselor form then bring the form to your guidance counselor, inform your guidance counselor that you submitted the online application.

Your guidance counselor will scan and email the Parent Permission/Guidance Counselor Recommendation Page to MTC.

ONLY WHEN MTC RECEIVES THE PARENT PERMISSION/GUIDANCE COUNSELOR RECOMMENDATION FORM & THE ONLINE APPLICATION WILL YOUR APPLICATION BE CONSIDERED COMPLETE!

You will receive an email when your complete application has been received and processed

If accepted into the program, you will receive an acceptance email the week of April 28, 2024

**IF YOU HAVE ANY QUESTIONS PLEASE CALL
ARIEL NELSON @ 352-671-7200 ext. 54466
OR EMAIL DUALENROLLMTC@GMAIL.COM**

APPLICATIONS WILL BE ACCEPTED BETWEEN FEBRUARY 15, 2024 to APRIL 15, 2024

ONLINE APPLICATION INSTRUCTIONS

Select MTC dual enrollment. Be sure to use an email address that you check regularly. MTC will communicate with you through this email address.

Put the verification code in. If you don't have the code, see your guidance counselor or call 352-671-7276.

Fill in your information and select the program in which you are applying
Select your Ethnicity and Race

Fill in your address and phone number

Read and type your name and date in and hit the SUBMIT and FINISH Button

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