Next Steps for Dual Enrollment Students

- **Access your MyGCC and email accounts.** Use the credentials given to you in your acceptance packet to do so. Contact the Office of Admission at 413-775-1801 if you have any questions or trouble accessing these accounts.

- **Make an appointment to take placements tests in sentence skills, reading comprehension and/or math if:**
  - You have never taken Accuplacer placement tests at GCC or another Massachusetts community college
  - You have not passed a college-level English course or received a score of 3 or better on the AP English exam
  - You have not taken a college-level math course and passed with a C or better in the last five years
  - You have not taken the Accuplacer math test within the last five years

- **Submit immunization documentation.** MA state law requires all full time students (at least 12 credits) to provide proof of immunization. Health forms must be signed by your doctor and can be found in the Office of Admission. Call 413-775-1430 for more information.

- **Register for classes.** Contact the Dual Enrollment Advising Office at 413-775-1398 or 413-775-1846 to schedule your classes.

- **Pay your bill.** Log in to MyGCC to check the status, see payment options, and to make a payment. Call the Bursar’s Office at 413-775-1301 with questions.

- **Attend mandatory orientation.** Learn about important college services and prepare for class. Information is provided in your acceptance packet and you can register for orientation online through MyGCC once you register for classes.

- **Need accommodations for a disability?** More information about disability services can be found at [www.gcc.mass.edu/ds/](http://www.gcc.mass.edu/ds/) or by contacting the Office of Disability and Accessibility Services at 413-775-1332.