



# How to Graduate High School + College Early

# 1

## Research Program

- Research program details & qualifications of the College you would like to attend in your state
- Complete the "Letter of Intent" to enroll by the necessary deadline (if applicable)
- Apply to your desired College (Check for application fees that may or may not be included)
- Complete the college placement exam to place you in the correct classes. ( You may retake the exam at a later date for a better score)

# 2

## Meet Counselor

- Meet with a high school & college counselor to begin scheduling for classes to receive dual credit.
- You might have to send the college syllabus to your high school counselor before they will approve the course for dual credit.

# 3

## **Make a Plan**

- Make a plan to match up a majority of your required high school classes needed to graduate with a diploma and a college degree.
- Write out your schedule to help you know what to take each semester and allow you to move classes around without compromising your planned graduation date.

# 4

## **Check In**

- Every semester, check in with your high school and college counselor to schedule new courses.
- Continue to remind them on your plan to graduate and prepare accordingly.

# 5

## **Meet The Requirements**

- Finish the requirements at your high school including necessary internships and volunteer hours as it comes time to graduate.
- Take the SAT and/or ACT

# 6

## Apply To Transfer

- Begin applying to transfer colleges at least two semesters before you graduate for your continued undergraduate program.
- Update the new college you choose about your dual enrollment scenario.
- Keep your future school informed about when you will be able to send them proof of graduation & completed credits for a transfer credit evaluation.
- Also, let the university know that you are a freshman with junior standing because you could be eligible for more financial aid as a junior.
- If you are starting work after graduation, make sure to apply for jobs & interview early.

# 7

## Confirm Graduation

- Confirm with both counselors that you have met the requirements to graduate.
- The principal of your high school may have to receive approval for you to graduate early and/or in the middle of the school year.

# 8

## Turn in Forms

- Turn in any forms needed at the beginning of the semester to graduate at the end with your college (may be called a Petition To Graduate).
- Begin ordering your high school cap and gown one month before you graduate, so you can receive it on time.
- You may have to contact the graduation materials company to order with special requests.

# 9

## Confirmation

- Complete finals for your last college semester.
- Ask professors if you need to take finals before everyone else as a result of graduation.





## Celebration

- The high school should present you your high school diploma if you graduate in the middle of the school year.
- You can also walk across the stage with an early or later class.
- We encourage you to at least walk across the stage for college because it is a great honor & you could be featured for your accomplishment.