



## Dual Enrollment Eligibility Requirements

- High School **Junior** or **Senior**
- **3.6 GPA** (for university parallel courses) **Or** qualifying **ACT** or **ACCUPLACER** scores
- **2.0 GPA** (for CTE courses)
- Complete the **Vol State Free application**
- Meet Vol State **admissions requirements**
- Some, but not all, high schools evaluate for **counselor exceptions**

## Steps for completing the Free Vol State Application

- Go to the Vol State at [www.volstate.edu/apply](http://www.volstate.edu/apply)
- Click "**Apply Here**"
- Click "**First-Time User**" and create an account with a **personal email**
- Verify the account by entering the temporary **PIN** that will be sent to the email provided
- Once logged in, select the correct **Academic Year** and **Term** (i.e. Fall 2024/Spring 2025)
- Complete the information for **each section**
- *Under Academic Information – Q: What is your academic goal? A: I want to take classes while I'm still in high school*
- **Review** the Application and click **submit**

**Note:** Once you submit your application, be aware that you will receive automated emails from the Vol State admissions system about your high school transcript until it is received from your school. You can disregard those emails.

**15723-1993.** Volunteer State Community College does not discriminate on the basis of race, color, religion, creed, ethnic or national origin, sex, sexual orientation, gender identity/expression, disability, age (as applicable), status as a protected veteran, genetic information, and any other category protected by federal or state civil rights laws and regulations and by Tennessee Board of Regents policies with respect to all employment, programs, and activities. The following person has been designated to handle inquiries regarding non-discrimination policies: Vice President of Human Resources, [eeo@volstate.edu](mailto:eeo@volstate.edu), 1480 Nashville Pike, Gallatin, TN 37066, 615-230-3592. Volunteer State Community College's policy on non-discrimination can be found at <https://www.volstate.edu/non-discrimination-policy>.

**YOU'VE APPLIED!**  
*here's what's next:*

### LOG IN TO YOUR PORTAL



Sign in to **MYVOLSTATE** by going to [portal.volstate.edu](http://portal.volstate.edu).

Click on **set/reset password**.

Use your V number to complete the identity check and create your password.

### PAYING FOR YOUR COURSES



Consider applying for the Dual Enrollment Grant to cover the cost of your courses.



### DOUBLE CHECK!



\*Confirm with your counselor that you are on their list to complete Dual Enrollment classes.

### QUICK NOTE

We're looking forward to helping you with your Dual Enrollment Admissions process.

\*Home school students should contact Admissions.

**615-230-3688 | [admissions@volstate.edu](mailto:admissions@volstate.edu)**



# Creating a TSAC portal account and the Dual Enrollment Grant application

The Tennessee Student Assistance Corporation’s (TSAC) Dual Enrollment Grant program is a grant for study that is awarded to students who are attending an eligible high school and who are also enrolled in college courses at eligible postsecondary institutions for which they will receive college credit.

### TSAC Application Deadlines:

Term	Deadline
Fall	September 15
Spring	February 1
Summer	May 15

- What you will need:
  - Student’s **first and last name** as it appears on the Social Security card
  - Student’s **Social Security Number**
  - Student’s **Date of Birth**
  - Student’s **email address** (if available) – THEC/TSAC recommend using a personal email address
- Using a web browser (Google Chrome, Safari, etc.), go to [www.tn.gov/tsacstudentportal](http://www.tn.gov/tsacstudentportal)
- Click **“Create a Log In”**
- **Complete the form**, then click **“Create My Account”**
- On the Account Created confirmation page, click where it says, **“Click here to log in to your account and apply online”**
- **Log in** with your new username and password
- Respond to the User Agreement.
- Click **“Apply”**
- Choose **“Dual Enrollment Grant for Fall 2024, Spring 2025, Summer 2025”**
- Read the General Requirements and Instructions and click **“I understand”**
- To continue, click **“Dual Enrollment Grant”**
- Complete any **Student Information** that is required. Please note:
  - The Social Security Number must be accurate. If an incorrect SSN is entered, the grant will not be awarded
  - Legal names must be used on the admissions and DEG applications. If nicknames, shortened names, or middle names are used in the first name slot, problems arise in confirming identity and processing the grant.
  - Select **“Volunteer State Community College”** for the College/University
- Click **“Continue”**
- Read the Additional Courses Acknowledgement and then click **“Next”**
- Click **“OK”** on the Application Confirmation
- Click **“OK”** again on the additional application information page
- You will be redirected to the **Financial Aid Summary page**
- For assistance, you can contact Vol State’s Financial Aid Office [Financial.Aid@volstate.edu](mailto:Financial.Aid@volstate.edu)

