

DUAL CREDIT THROUGH TECHNICAL COLLEGES

Step 1: Meet with your school counselor (or registrar in the summer) to receive guidance on your course options and eligibility. Note: you have to meet entrance requirements for Math 114 College Algebra and English 101 Composition 1. See your counselor to determine eligibility for these two courses.

Step 2: Choose your Dual Credit course(s). To view available courses, sections and times offered, go to www.sdmylife.com, then click on “Prepping for College”, then click on “Dual Credit”, then click on “DOE Dual Credit Dashboard”. In the Dashboard you’ll want to drop down to Spring 2023.

Step 3: Apply either by Method 1 or Method 2

Method 1: If you aren’t currently in a WDT course (Fall 2022):

- Go to www.sdmylife.com, then click on “Prepping for College”, then click on “Dual Credit”, and then under “Dual Credit Registration” click “Technical Colleges”, and then choose the Technical College you plan to take the course through.
- **Complete the application** (it won’t ask for the course(s) you are taking).
- **Next, Complete the Dual Enrollment Approval Form** online.
- To find the form, go to wdt.edu/dual (or find it on a different technical college website), scroll down and find the link to the “Dual Enrollment Approval Form” under “Schedule” (in the middle of the page). Complete this form electronically. You will need to include your parent/guardian email, as well as your counselor email. The form will ask for the school official’s email, this is your school counselor. You will sign it electronically. Then, it will go to the parent/guardian electronically for their signature and then to the school counselor. This form will ask you what class(es) you are planning to take.
- You will need to verify your electronic signature via the email that you provide for yourself on the application. Once you click on the verification in your email, it will say, “You’ve already done it.” This means it is completed.

Method 2: If you were in a WDT course in Fall 2022:

- You only need to do the Dual Enrollment Approval Form online.
- To find the form, go to wdt.edu/dual (or find it on a different technical college website), scroll down and find the link to the “Dual Enrollment Approval Form” under “Schedule” (in the middle of the page). Complete this form electronically. You will need to include your parent/guardian email, as well as your counselor email. The form will ask for the school official’s email, this is your school counselor. You will sign it electronically. Then, it will go to the parent/guardian electronically for their signature and then to the school counselor. This form will ask you what class(es) you are planning to take.
- You will need to verify your electronic signature via the email that you provide for yourself on the application. Once you click on the verification in your email, it will say, “You’ve already done it.” This means it is completed.

NOTE: Once the counselor signs the electronic approval form, a transcript will also be sent to the technical college.

Counselors: A-C & V-Z Gerald.Johnson@k12.sd.us

D-J Roxann.Engel@k12.sd.us

K-N Tracy.Freidel@k12.sd.us

O-U Sonja.Gab@k12.sd.us