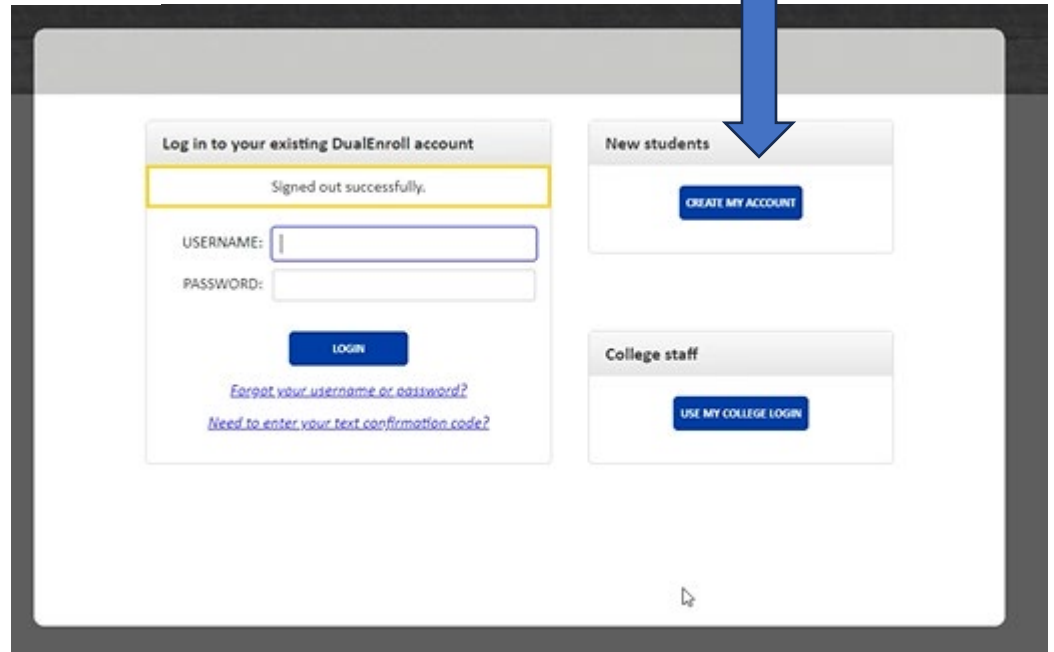




STEP 1: Students create an account at the website listed above.



New Student Account Creation

Create your account — Required fields are marked with *

Please DO NOT create another account if you have already used DualEnroll with another college. Just go back to the login page and log in with your existing account. Your DualEnroll account will work with any DualEnroll college.

HIGH SCHOOL: * [dropdown menu]

CREATE LOGIN: * FirstNameLastName_1

CREATE PASSWORD: * [password field] Password must be at least 6 characters long

RETYPE PASSWORD: * [password field]

FIRST NAME: * [text field] Please use STUDENT'S correct legal name:

MIDDLE NAME: [text field] M.

LAST NAME: * [text field] LastName

DATE OF BIRTH: * [date field] 2006-01-01

EMAIL: [text field] personalemail@gmail.com Provide at least one contact method for student. DO NOT use parent contact information.

CELL PHONE (text messages): * [text field] 314-555-1234

I prefer not to provide a cell phone

I'm not a robot

CREATE ACCOUNT

STEP 2: Students answer identifying information to complete profile. Do not use email address in "create login" field.

Students should use a personal email (versus a high school email) on this page.

STEP 3: Students provide further identifying information, including high school email address. Social Security Number is a required field.

Note that students who have a parent or guardian who works at SLU may now self-identify.

Profile Courses Status

Debra Schaeffer Help Logout

First Name * Middle Name Last Name *

Preferred Name

Gender * Date of Birth *

Street Address *

City * State * Zip *

Cell Phone * Student Personal Email *

SSN *

Student High School Email *

Does your parent/guardian work at Saint Louis University? (If yes, provide first and last name below)

UPDATE

APPLICATION STEPS

- Account
- Student Information
- Student Demographics
- Terms and Conditions
- FERPA Consent
- Parent Information
- High School

Profile Courses Status

Debra Schaeffer Help Logout

Citizenship Status * citizenship_country

Are you Hispanic/Latino? *

Select one or more of the following racial categories to describe yourself:

American Indian/Alaskan Native Asian Black or African American

Native Hawaiian/Pacific Islander White Prefer not to disclose

UPDATE

APPLICATION STEPS

- Account
- Student Information
- Student Demographics
- Terms and Conditions
- FERPA Consent
- Parent Information
- High School

Step 4: Students complete demographic section. Students have the option not to disclose their race or ethnic background.

Step 5: Students acknowledge Terms & Conditions.

Profile Courses Status

Debra Schaeffer Help Logout

Saint Louis University - 1818 Advanced College Credit Program Terms and Conditions

The student agrees to the following:

I understand that dual credit students must comply with all applicable Saint Louis University policies, including Title IX and Academic Integrity. More information about 1818 student obligations and rights may be found in the 1818 Student Handbook. I affirm that all the information given by me in the application is true to the best of my knowledge. I understand that falsification of information may be grounds for dismissal. I have no intention to willfully defraud the University or its sponsoring agencies.

I have read and agree with these terms and conditions *

UPDATE

APPLICATION STEPS

- Account
- Student Information
- Student Demographics
- Terms and Conditions
- FERPA Consent
- Parent Information
- High School

THIS IS A CRITICAL STEP!

PLEASE COACH STUDENTS APPROPRIATELY!

Step 6: Students complete the FERPA authorization to permit parent(s) or guardian(s) to have access to their college records, including billing. **PLEASE NOTE: if students elect NOT to grant access to their parent(s) or guardian(s), we are unable to 1) seek parent/guardian consent for enrollment; 2) discuss student enrollment with parent/guardian; 3) discuss payment in any fashion. The student will have to pay. On the parent/guardian screen, students will need to list all those whom they wish to have access to their records. Thus, if "dad" calls to pay the bill, but his name is not on this record, we cannot discuss the bill with dad.** Reach out to the 1818 Office if you have questions about this step or the parent/guardian page.

Profile Courses Status

Help Logout

Saint Louis University - 1818 Advanced College Credit Program FERPA Consent

Once a person is enrolled in SLU courses, even as a SLU 1818 student who is still enrolled in high school, that person is considered a SLU student and their educational and financial records are protected by the Family Educational Rights and Privacy Act, a federal law known as FERPA. According to [FERPA](#) and [SLU's FERPA Policy](#), information in the student's educational records is kept confidential and may be disclosed only with the student's permission or under other provisions of the law. For purposes of compliance with FERPA, the University considers all students, regardless of age or tax dependency status, to be independent. As a result, with only limited exceptions, we need each SLU student's documented permission to communicate with their parents/guardians about their 1818 courses and tuition bills.

If you **grant permission** for a parent(s) or guardian(s) to access your educational and financial records in your capacity as a SLU student, please check here and enter the name(s) of the specific person(s) to whom access to your educational records may be given.

IMPORTANT: If you do **not** grant permission for a parent(s) or guardian(s) to access your educational and financial records, be advised that SLU staff will **not** be able to communicate with your parents/guardians about your registration in courses OR YOUR BILL. If you want your parents/guardians to assist in paying your 1818 Program tuition, you are advised to grant permission per the note above.

I consent to the release of my SLU educational and financial records to any parent or guardian identified in this application or any subsequent record I submit to this university.

I do not consent to the release of my SLU educational and financial records to any parent or guardian identified in this application or any subsequent record I submit to this university. This means that your parent/guardian(s) will not have access to your bill, and the 1818 Office is not able to discuss this with them.

UPDATE

APPLICATION STEPS

- Account
- Student Information
- Student Demographics
- Terms and Conditions
- FERPA Consent**
- Parent Information
- High School

Profile Courses Status

Parent or Guardian Contact Information

Parent Or Guardian Name:*

Parent Name

Relationship:*

Parent

Contact Preference:*

Email And Text

Parent Or Guardian Email:*

Momsemail@yahoo.com

Verify Parent Or Guardian Email:*

momsemail@yahoo.com

Parent Or Guardian Cell Phone:*

618-222-1234

Verify Parent Or Guardian Cell Phone:*

618-222-1234

UPDATE

APPLICATION STEPS

- Account
- Student Information
- Student Demographics
- Terms and Conditions
- FERPA Consent
- Parent Information
- High School

Step 7: Student completes this page with parent/guardian contact information.

Note: To add a second parent/guardian, student must hit "update," go to the next page, and then return to this page to add a second parent/guardian. See below.

Profile Courses Status

Parent or Guardian Contact Information

Click on a name/email address to edit, 'Add' for new.

Parent Name	momsemail@yahoo.com	6182221234	ADD
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UPDATE

APPLICATION STEPS

- Account
- Student Information
- Student Demographics
- Terms and Conditions
- FERPA Consent
- Parent Information
- High School

Profile Courses Status

High School (change if incorrect)

Current Grade Level *

Junior

Anticipated Graduation Date *

April 2024

Coordinator *

I don't know

Cumulative GPA *

3.0

UPDATE

APPLICATION STEPS

- Account
- Student Information
- Student Demographics
- Terms and Conditions
- FERPA Consent
- Parent Information
- High School

Step 8: Student identifies their high school, grade level, anticipated graduation date, and *weighted*, cumulative GPA. Students should select the 1818 Coordinator at their high school in the coordinator field.

Profile **Courses** Status

Narrow your Search

BY TERM

> All Terms

BY KEYWORD

Enter Keyword(s)

BY COURSE TYPE

Choose all that apply:

College Campus

High School

Online

Regional Center

BY SCHEDULE

Show only classes meeting on:

Mon Tue Wed

Thu Fri Sat

Sun

Show only classes meeting between:

Start Time: []

End Time: []

Browse all courses or narrow the selections displayed using the search criteria
Remember that using multiple search criteria may eliminate all courses

College Campus High School Online Course Regional Center

Course	Type	Subject	Title	College
ENGL 1500	High School	ENGL	The Process of Composition	Saint Louis University - 1818 Advanced College Credit Program
ENGL 2650	High School	ENGL	Technology, Media & Literature	Saint Louis University - 1818 Advanced College Credit Program
HIST 1600	High School	HIST	History of the U.S. to 1865	Saint Louis University - 1818 Advanced College Credit Program
SPAN 1010	High School	SPAN	Spanish for Beginners	Saint Louis University - 1818 Advanced College Credit Program
SPAN 1020	High School	SPAN	Expl. Hisp. W. Beginning Span	Saint Louis University - 1818 Advanced College Credit Program

Step 9: After hitting "update" on the previous screen, students will be directed to this page, which lists all available courses at their high school.

Step 10: Students click the link for the course they would like to add.

Students will then see the screen below. And must then hit "submit."

Profile **Courses** Status

Course Detail: **Technology, Media & Literature**

COURSE NUMBER: ENGL 2650

COURSE SUBJECT: ENGL

CREDITS: 3.0

COLLEGE: Saint Louis University - 1818 Advanced College Credit Program

DESCRIPTION: This course introduces literary study within the context and theme of Technology and Media. Through the reading of a wide variety of genres - including drama, poetry, and fiction - the course engages students in literary ways of knowing. Methods include close reading, comparative textual analysis, and argumentative writing.

Available Sections

Section	Type	Instructor	Location	Days/Time	Start/End Date	Options
17717 Fall 2023 AP English Literature	High School	[Redacted]	[Redacted]	(Lecture) 7:00pm-8:00pm Alton High School- 260010	08/21/23 - 12/17/23	Submit

Back

Students will be able to see instructor and high school course name on this screen.

Profile Courses **Status** Help | Logout

Technology, Media & Literature was successfully queued.

The courses you are currently registering for are shown below.
The Steps column indicates what needs to be done to complete the registration process:

- Highlighted steps need to be completed by you. Click on the text link for detailed instructions.
- Other (non-highlighted) steps need to be completed by others (your high school counselor, parent/guardian, or college staff).

Your Courses

Course	Status	Steps
ENGL 2650 Technology, Media & Literature Saint Louis University - 1818 Fall 2023	No Further Actions Required	Completion of Per Term Steps [History] [Notifications] [Abandon]
Tasks for the term: Fall 2023 (Credit Program)		Confirm GPA and Academic Year [History] [Notifications]

Please select one of the options below:

[request another class](#) [view current status](#) [logout](#)

Step 11: Students then have the option to request another class or log out. There are no further actions required.

This is the screen that will pop up if the student requests another class.

Profile Courses **Status** Help | Logout

History of the U.S. to 1865 was successfully queued.

The courses you are currently registering for are shown below.
The Steps column indicates what needs to be done to complete the registration process:

- Highlighted steps need to be completed by you. Click on the text link for detailed instructions.
- Other (non-highlighted) steps need to be completed by others (your high school counselor, parent/guardian, or college staff).

Your Courses

Course	Status	Steps
ENGL 2650 Technology, Media & Literature 17717[+] Saint Louis University - 1818 Advanced College Credit Program Fall 2023		Pending: Completion of Per Term Steps [History] [Notifications] [Abandon]
HIST 1600 History of the U.S. to 1865 15548[+] Saint Louis University - 1818 Advanced College Credit Program Fall 2023		Pending: Completion of Per Term Steps [History] [Notifications] [Abandon]
Tasks for the term: Fall 2023 (Saint Louis University - 1818 Advanced College Credit Program)		High School: Confirm GPA and Academic Year [History] [Notifications]

No Further Actions Required ✕

You have completed the registration request for this class. You will be notified via email and/or text message if you need to complete additional steps for this class at a later time.

Please select one of the options below:

[request another class](#) [view current status](#) [logout](#)

This is the screen students will encounter if they log back in after requesting a class.