April 6, 2012

Dear Senior,

Congratulations on your upcoming high school graduation! We hope you have enjoyed participating in SJR State’s Dual Enrollment program and would like to take this time to provide you with information about transitioning your Dual Enrollment credit into college, in addition to soliciting your feedback about the program.

All Dual Enrollment students should check their SJR State transcript online at mySJRState to verify the accuracy of their recorded grades and completed courses. To view your unofficial transcripts, log into mySJRState, then look at the dual enrollment tab where you will see Student Services and Student Forms and Requests. Any errors should be brought to the attention of your high school guidance counselor and SJR State’s Dual Enrollment office at 386-312-4136.

Students planning to continue their education at SJR State after graduating from high school must do the following:

1) Complete an Update Application available at http://www.sjrstate.edu/admissions.html
2) Send your final high school transcript to SJR State by completing the Form High School or College Transcript Form and returning it to SJR State’s Records Department.
3) Students need to contact the SJR State counseling center to verify test scores and to schedule an academic orientation
   • Palatka (386) 312-4035
   • Orange Park (904) 276-6855
   • St. Augustine (904) 808-7400

Students planning to attend any college or university other than SJR State must send that school their SJR State college transcript by ordering the transcript from http://www.sjrstate.edu/records.html. Each transcript costs $4.00. Please be sure to mark the box that states the transcript will be sent out after grades post.

To complete our Dual Enrollment Graduating Senior survey, please go to http://www.sjrstate.edu/dualcurrent.html and “click here to take survey.” In addition, you can go to the Dual Enrollment tab on MySJRstate. Or, you can go directly to the survey at http://www.surveymonkey.com/s/sjrstate_dualenrollment

If you have any questions about transitioning your Dual Enrollment credits into college, please don’t hesitate to contact me at (386) 312-4136 or melissaperry@sjrstate.edu. I look forward to seeing your completed survey, and thank you for participating in SJR State’s Dual Enrollment program.

Sincerely,

L. Melissa Perry
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Director of Dual Enrollment