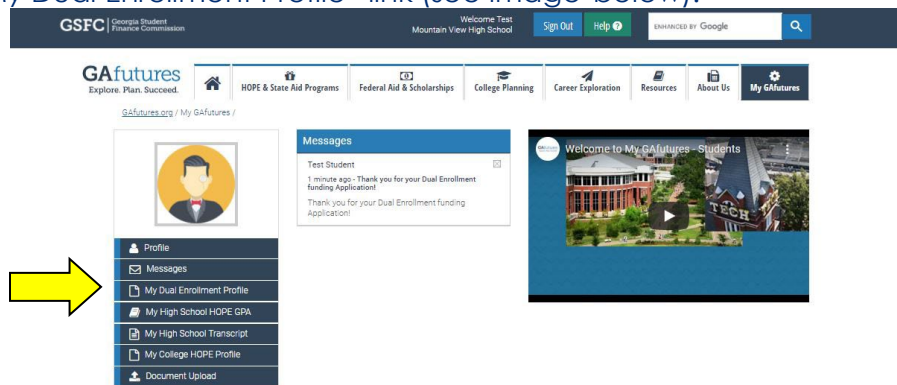


## 2020-2021 GaFutures Online Funding Application Instructions

### Please follow these steps to complete the GaFutures Funding Application for 2021-2022

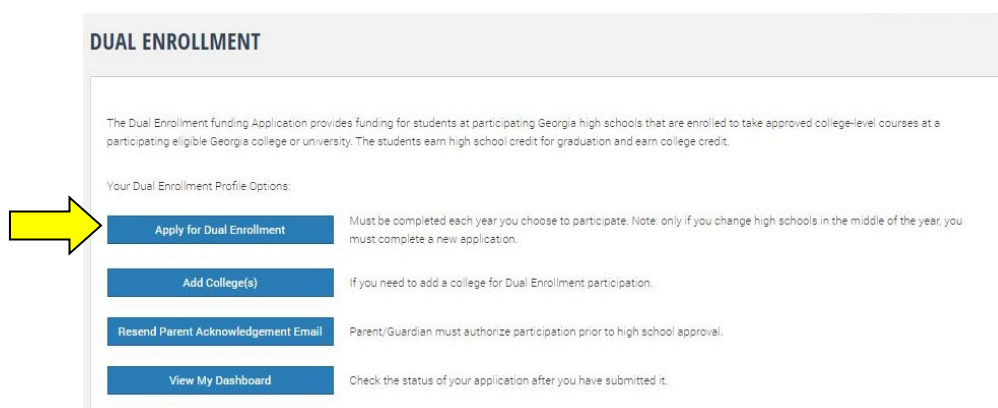
1. Go to [www.GaFutures.org](http://www.GaFutures.org) and either LOG IN to your existing account, OR create a new account.
2. Verify that your full name, date of birth and social security number are entered correctly in your profile.
3. Click on the “My Dual Enrollment Profile” link (see image below).



4. Then, click the link that says “Apply Now” (see image below).



5. Click the “Apply for Dual Enrollment” link (see image below).



6. Open the New Application and complete all sections.

- If any information is incorrect, return to your profile to make changes.
- The parent's email address CANNOT be the same as the student's email address.
- If the parent's email was used to create the profile, the personal email in the profile must be changed to reflect the student, and then parent's email is to be added in the "Parent/Guardian Email" area.
- If you do not know your parent's email account or if your parent does not have an email account, they will visit [www.GAFutures.org/DEparent](http://www.GAFutures.org/DEparent) after you complete the student section to complete the form.
- The student must check all of the boxes on the left side.
- **Make sure to select the May 2021-April 2022 Application Year, your correct home high school and the correct college or colleges you are applying to.**

The screenshot shows a web form for a Dual Enrollment Application. The form is divided into several sections: Phone Number, Student's Email Address, Parent/Guardian Email Address, Confirm Parent/Guardian Email Address, High School, Are you attending High School or Home Study?, High School (dropdown), I plan to enroll in Dual Enrollment course(s) during the school year (dropdown), During the school year I selected, I will be in the (dropdown), College Selection, and Participation Agreement. Three yellow arrows point to the 'High School' dropdown menu, the 'I plan to enroll in Dual Enrollment course(s) during the school year' dropdown menu, and the 'College Selection' dropdown menu.

7. After the student completes their part, the student will receive the following message:

The screenshot shows a confirmation message titled "DUAL ENROLLMENT APPLICATION". It includes a button labeled "Return to My Dual Enrollment Profile". The message reads: "Thank you for your Dual Enrollment funding Application!". It states: "Your Application ID is DE [redacted]". It also says: "An email has been sent to your parent/guardian's email address, as provided in your application, with instructions for acknowledging your Dual Enrollment funding Application and participation." The message lists three bullet points: "Your parent/guardian must complete the Parent Acknowledgement for your Dual Enrollment funding Application prior to you being able to enroll in Dual Enrollment courses.", "Once your parent/guardian submits the acknowledgement, your High School and the College you plan to attend must approve your application.", and "If you have not submitted an admissions application to the college(s) you want to participate in Dual Enrollment, visit the college website to apply." It concludes with: "After your parent/guardian, acknowledges your application, you can monitor the progress of your application by selecting the My Dual Enrollment Profile link after signing in to GAFutures. If your parent does not have an email address, have them visit GAFutures.org/DEparent to complete the agreement."

8. The parent/guardian will receive an email at the address provided with a link to access the "Parent/Guardian Participation Agreement". The parent can use either the Application ID (see image in #7 above) and date of birth OR the student's Social Security Number and date of birth to log in.
9. The parent will complete the form online by checking all the boxes on the right side, and then submit the form.
10. The high school counselor will complete the approval process at a later time.

5150 Sugarloaf Parkway, Lawrenceville, GA 30043 • 2875 Old Milton Parkway, Alpharetta, GA 30009

Gwinnett Technical College does not discriminate on the basis of race, color, national origin, sex, age, or disability.