Dual Enrollment Application Checklist

Below you will find a checklist of application materials that must be returned in order to apply for admission to Northeast State Community College as a Dual Enrollment student. Please check each item off that is listed below and return the requested documents.

*Please note that some of the enclosed forms will require the signature of your parents or guardian if you are under the age of 18.

_____ Complete the Online Instructions for Admission
_____ Complete the Online Instructions for the Dual Enrollment Grant Application
_____ *A Copy of ONE of the following: Driver’s License, Birth Certificate, or a State ID
_____ *Web Application Signature page (Provided in this packet in the event you do not have printer access from the device you are using to complete the online application for admission)
_____ *Third Party Release Form (FERPA)
_____ *Hepatitis B Form
_____ *High School Transcript
_____ *Copy of ACT/SAT Scores
_____ *Shot Record (Not required if taking less than 12 hours)

All items with an asterisk (*) must be completed and returned to the dual enrollment office either by email: jgwidner@northeaststate.edu, fax: 423-467-4257, mail, or in person to:

Northeast State at Gray
ATTN: Gwen Widner
120 Dillon Ct.
Johnson City, TN 37615