## Adding Dual Enrollment to the UC/CSU Application

PGHS Counseling September 2025

Senior Shorts Information Series

## Objectives

**Objective 1** 

Review the A-G Categories and the requirement to 'match' high school and college coursework to the identified completed A-G categories in the UC/CSU application.

Objective 2

Review general application guidance and steps to add high school coursework to the UC application.

**Objective 3** 

Provide step-by-step directions on how to correctly add Dual Enrollment courses to the UC/CSU applications to include the <u>required area matching</u>.

#### What is Dual Enrollment?

Dual enrollment refers to college courses taken by high school students during their high school career.



Student self-enrollment:

MPC General Coursework



Formal high school to college agreement:

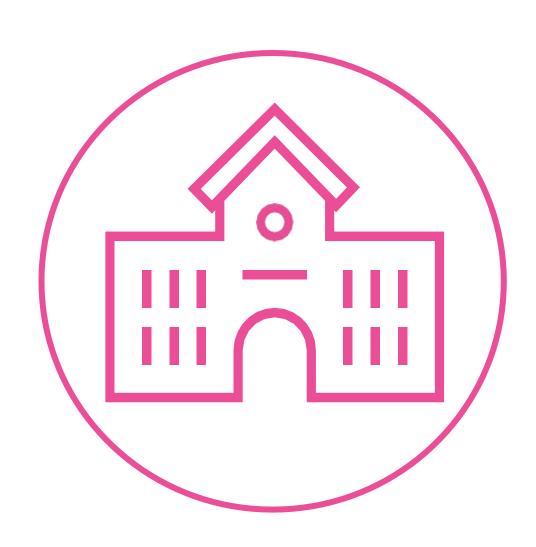
**CCAP** 



### Formal High School to College Agreement

## Community college courses are taught on the high school campus.

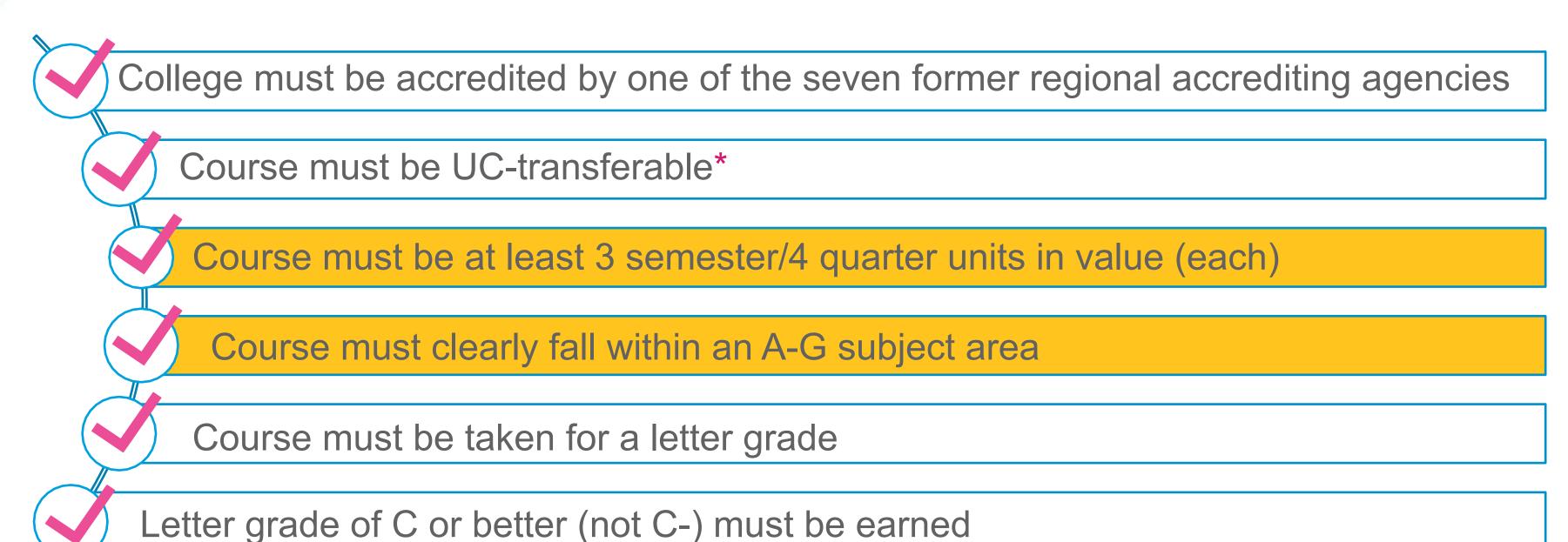
- High school instructor receives dual appointment with the CCC to teach the college course
- Course follows college curriculum
- Student sits in class with fellow high school peers
- College issues transcript with credits and grades for all college coursework







#### Guidelines





	A-G Requirement
History/Social Science: AREAA	A. 2 years required
English: AREA B	<b>B.</b> 4 years required
Mathematics: AREA C	<ul><li>C. 3 years required (through IM3)</li><li>4 years recommended</li></ul>
Science: AREA D	<ul><li>D. 2 years required</li><li>3 years recommended</li></ul>
Language Other than English (LOTE): AREA E	E. 2 years required  3 years recommended
Visual and Performing Arts (VAPA): AREA F	F. 1 year required
Electives: AREA G	<b>G.</b> 1 year additional a-g course required
Physical Education	
Minimum grade for credit	"C-" Grade

Always have a copy of your transcript next to you when completing the Academic History section of your college applications.

 Your self-reported Academic History must exactly match the official transcripts you will send to the ONE school where you submit your Statement of Intent to Register (SIR).

## General Application Reminders

- Add all A-G high school coursework, regardless of the grade in your high school Academic History.
  - You will not find PE, IPS, Class TA, or Dual Enrollment classes in the PGHS dropdown menu.
- If you took IM1 or a LOTE in middle school, ensure you add it in the 7th & 8th grade section.
- If you attended any other high school than PGHS, you must add that school in your Academic History.
  - This includes taking one elective class at Silicon Valley High School such as Spanish.
  - Be sure to get a copy of your other school's transcript so you can enter the correct letter grades.
- If you cannot find a class or are confused where to add a class, ALWAYS ASK FOR ASSISTANCE BEFORE YOU SUBMIT YOUR APPLICATION.
- APPLES TO APPS workshops are available Tuesday and Wednesday from 2:00-3:00 PM for the entire month of October and November in the PGHS College and Career Center.



#### Reporting Dual Enrollment Courses on the UC Application

College courses must be reported in the "Colleges attended" section of the Academic History

The UC application is linked to <u>ASSIST.org</u>. Students select courses from a drop-down menu.

Students must select the subject area (A-G) and discipline for each course.

Students must report the grade that appears on the college transcript.

Courses that do not meet A-G can be reported as "other coursework" in the Activities & Awards section



Dual enrollment courses should not be reported as both high school and college courses.

COUNSELOR

CONFERENCE

NIVERSITY OF CALIFORNIA

## Dual Enrollment and the Transcript

- ALL college courses MUST be reported, regardless of the grade.
- Dual enrollment courses listed on high school transcripts should be clearly marked as college/dual enrollment.
  - PGHS CCAP MPC classes on the PGHS transcript are labeled with a DE tag.
  - Admitted DE students are required to submit both official high school and community college transcripts with their SIR.

## Where to start your UC and CSU Applications?

## Launch Your Applications from CCGI

For the UC/CSU application, all PGHS students are strongly encouraged to Launch their applications using their californiacolleges.edu accounts.

My a

\* required

Good news! You can save time by importing your courses and grades from your school:

#### PACIFIC GROVE HIGH SCHOOL PACIFIC GROVE, CA

School code: 052310

Your school has provided student transcripts to the California College Guidance Initiative [2] (CCGI). If you expect to graduate from this school, you may be able to import your school, course and grade information directly into your application. To import this information, you'll need to provide your California State Student ID number (SSID) and allow UC to release your SSID to CCGI.

If you'd like to share your information with CCGI, click on "Personal information" and indicate that you attended a California public school. After you've provided consent to release your information, it may take up to 6 hours for the information to be available to import into the application.

Go to "Personal information"

Skip

	Introduction	$\odot$
	7th & 8th grade	<ul><li>⊙</li></ul>
	High schools	
	9th grade	
	10th grade	
	11th grade	
	12th grade	
	Colleges attended in high school	
	College courses taken in high school	
	Additional information	
	Review	
>	Test scores	
>	Activities & awards	
>	Scholarships & support programs	
>	Personal insight	
	Review & submit	



#### About you Personal information



\* required

#### What is your name?

We'd like to know your legal name - the name that appears on official documents, like your birth certificate, passport or driver's license.



programs

My account

#### 0 Contact information Have you ever attended a California public school? (1) Citizenship & residency Demographics O No Yes Your background If you know your California State Student ID (CA SSID), please enter it below. Your 10-digit CA Your household SSID can be found on your high school transcript or in the My Account section of your CaliforniaColleges.edu account. If you launch from your CaliforniaColleges.edu account, your Parent information CA SSID will be pre-populated. If you need help finding it, please contact your high school counselor. Statement of Legal Residence CA SSID Number 0 Review CA SSID Number > Campuses & majors ☑ I authorize the release of my CA SSID to facilitate the sharing of high school transcript data between UC Undergraduate > Academic history Admissions and the California College Guidance Initiative (CCGI) . I understand my CA SSID will be shared for the purposes of tracking my submission status and that my information will only be shared if my school has provided transcript data to > Test scores CCGI. > Activities & awards > Scholarships & support programs Save & continue > Personal insight Review & submit

Add all your middle school and high school coursework to your application

Grading system: ABCDF PACIFIC GROVE HIGH SCHOOL Edit PACIFIC GROVE, CA Term system: Semester School code: 052310 Edit Delete academic year Subject area/Course category Course name Hnrs Term G1 G2 G3 Language name A-Civics / American AP Government and Politics Semester IP NO Government United States (AP) C-Computer Science AP Computer Science A (AP) Semester C-Pre-Calculus Pre Calculus NH Semester IP AP Environmental Science D-Interdisciplinary Sciences Semester IP AP French Language and E-LOTE Level 4+ AP Semester IP French Culture (AP) AP 2D Art and Design (AP) F-Visual Arts Semester G-Interdisciplinary AVID 12 (AVID) NH Semester G-History / Social Science HL Economics Honors NO Semester Students in ENGLC1000/ENGL1B will NOT have an AREA B course in their 12th grade high school Academic History. The required fourth year of Continue English will be added under MPC, not PGHS.

Introduction 7th & 8th grade High schools 0 9th grade 10th grade 0 11th grade  $\odot$ 12th grade 0 Colleges attended in high school College courses taken in high school Additional information Review > Test scores Activities & awards Scholarships & support programs Personal insight Review & submit

#### 12th grade



\* required

PACIFIC GROVE, CA		ing system: system:	A B C I Semes			Edit
School code: 052310						
2025 - 2026 academic Subject area/Course category	- ****	Hnrs	Term	G1	G2 G3	Delete Edit  G4 Language name
A-Civics / American Government	AP Government and Politics United States (AP)	S AP	Semester	IP	NO	
	AD Statistics (AD)	AP	Semester	IP	PL	
C-Statistics	AP Statistics (AP)					
C-Statistics D-Interdisciplinary Sciences	AP Environmental Science (AP)	AP	Semester	IP	PL	
	AP Environmental Science	AP	Semester Semester		PL PL	French
D-Interdisciplinary Sciences	AP Environmental Science (AP) AP French Language and			IP		French

> Campuses & majors ∨ Academic history Introduction 7th & 8th grade 0 High schools 0 0 9th grade 10th grade 0 0 11th grade  $\odot$ 12th grade Colleges attended in high 0 school College courses taken in high school Additional information Review > Test scores > Activities & awards > Scholarships & support programs > Personal insight Review & submit

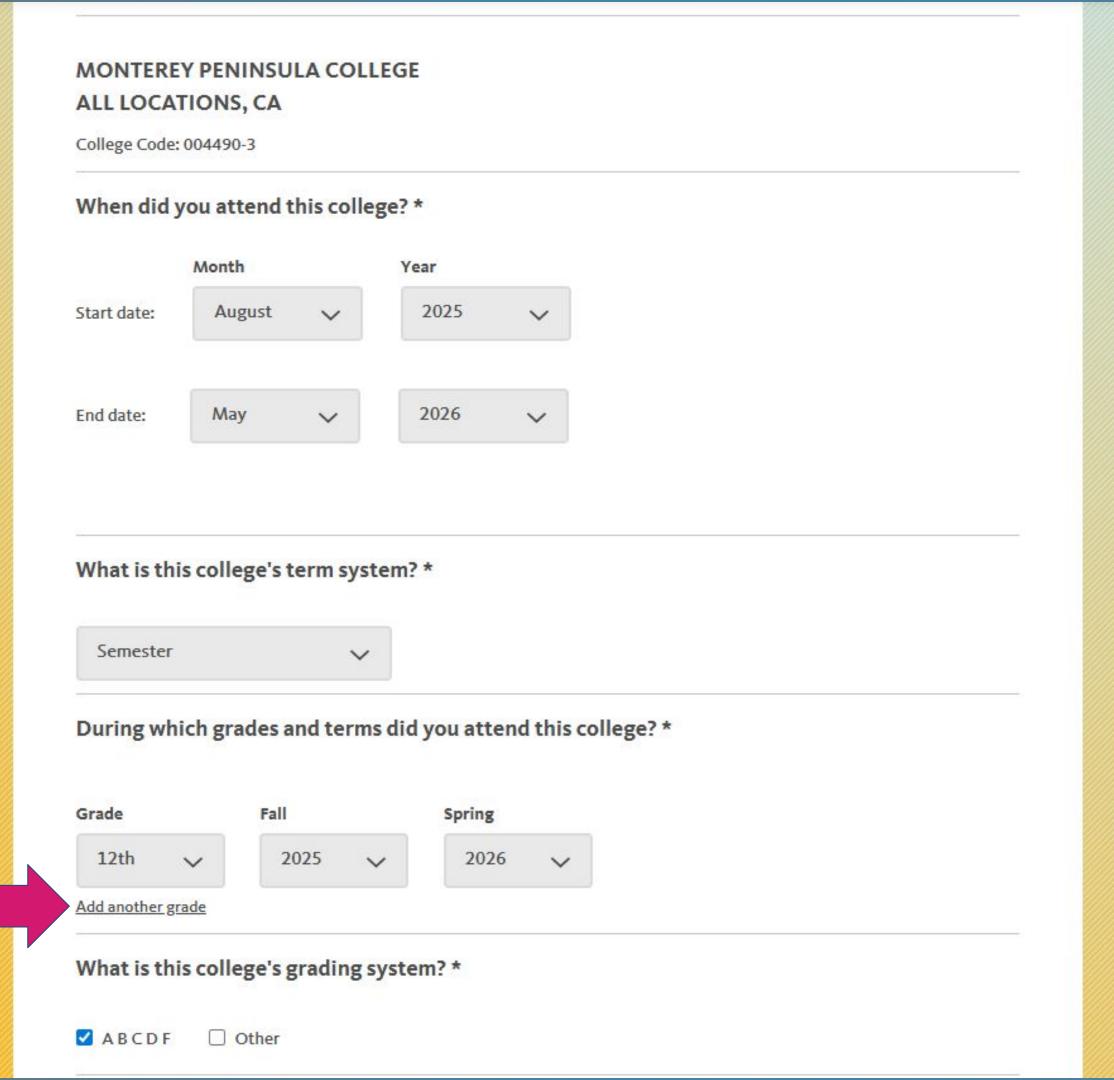
> About you

Continue

#### Academic history Find college \* required You'll need to add information about each college you attended, one at a time. First, tell us where your college is located and enter the name of your college. Where did you attend college? \* In California Outside California (in the U.S.) Outside the U.S. Search for college Enter college name, city or college code. Monterey peninsula X Search results for: Monterey peninsula Showing 1 to 1 of 1 entries City Code School Name State 004490 SELECT MONTEREY PENINSULA COLLEGE ALL LOCATIONS CA

Can't find your college?

> About you > Campuses & majors Academic history Introduction 7th & 8th grade  $\odot$ High schools 0 9th grade 10th grade 0 0 11th grade 0 12th grade Colleges attended in high school College courses taken in high school Additional information Review > Test scores > Activities & awards > Scholarships & support programs > Personal insight Review & submit





If you took any college or university-level courses in high school, you'll need to enter them in this section.

You must enter all colleges you've attended while in high school—regardless of how long you attended, whether courses were completed or whether you believe your record will affect your chances for admission. Providing incomplete or incorrect information may jeopardize your UC admission or enrollment.



ALL LOCATIONS, CA		Delete Edit
College code:	004490	
Grading system:	ABCDF	
Term system:	Semester	
Attended:	August 2025 - May 2026	
Grades attended:		
12th grade:	Fall 2025 Spring 2026	

Add another college

I've finished adding colleges

#### ∨ Academic history Introduction 7th & 8th grade High schools 9th grade 10th grade 11th grade 12th grade Colleges attended in high school College courses taken in high school Additional information Review > Test scores > Activities & awards > Scholarships & support programs > Personal insight Review & submit

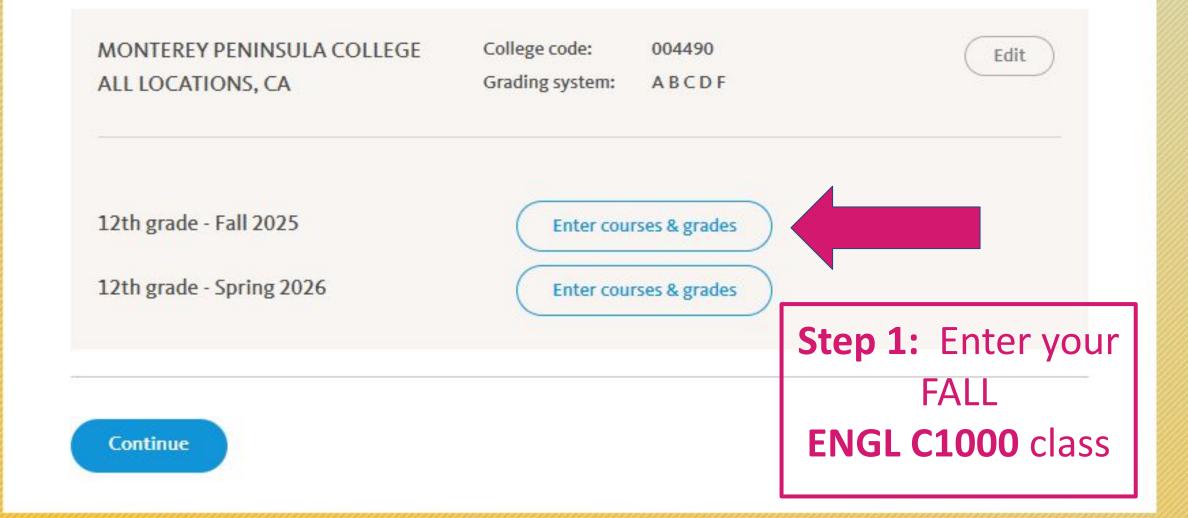
#### **Academic history**

#### College courses taken in high school

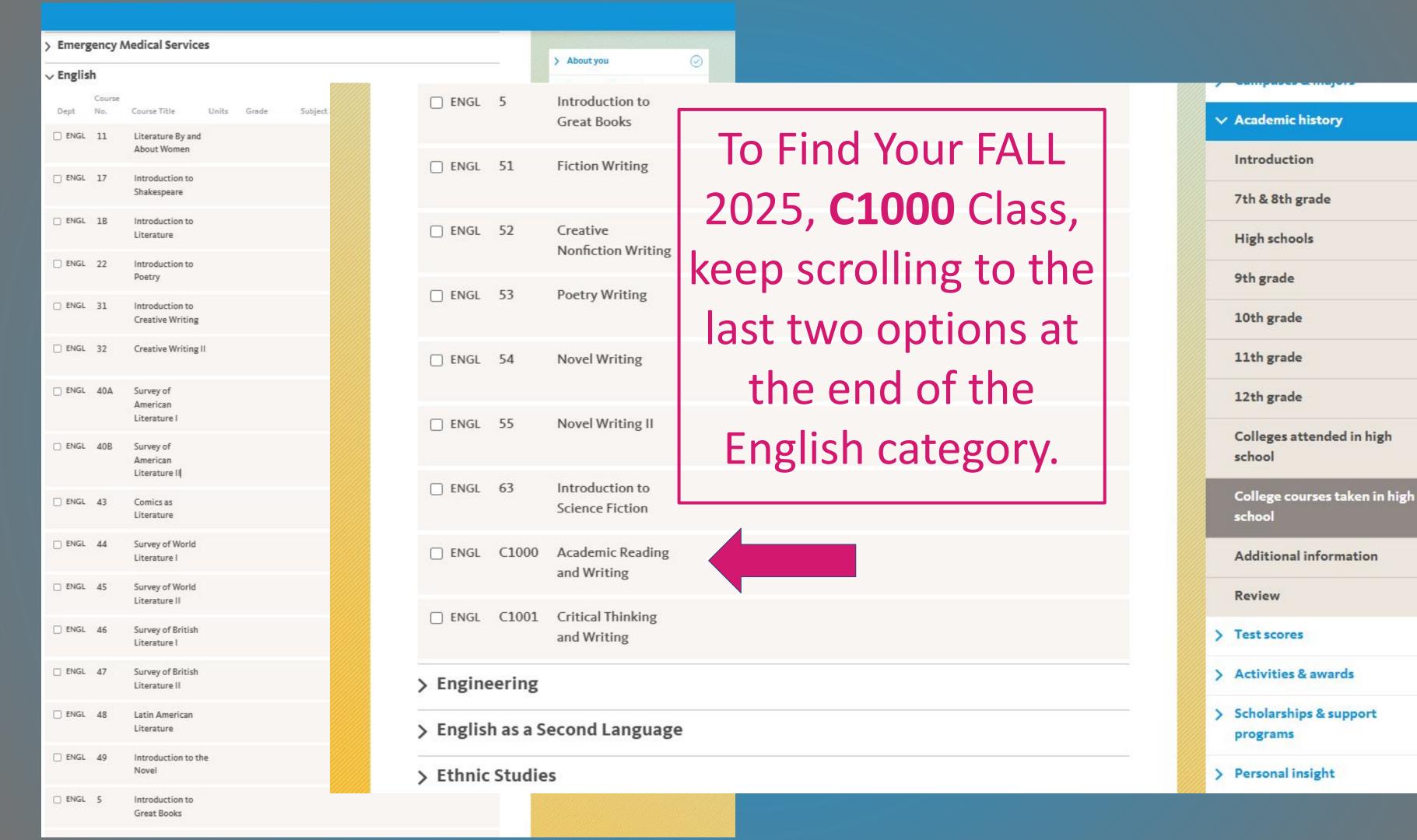


\* required

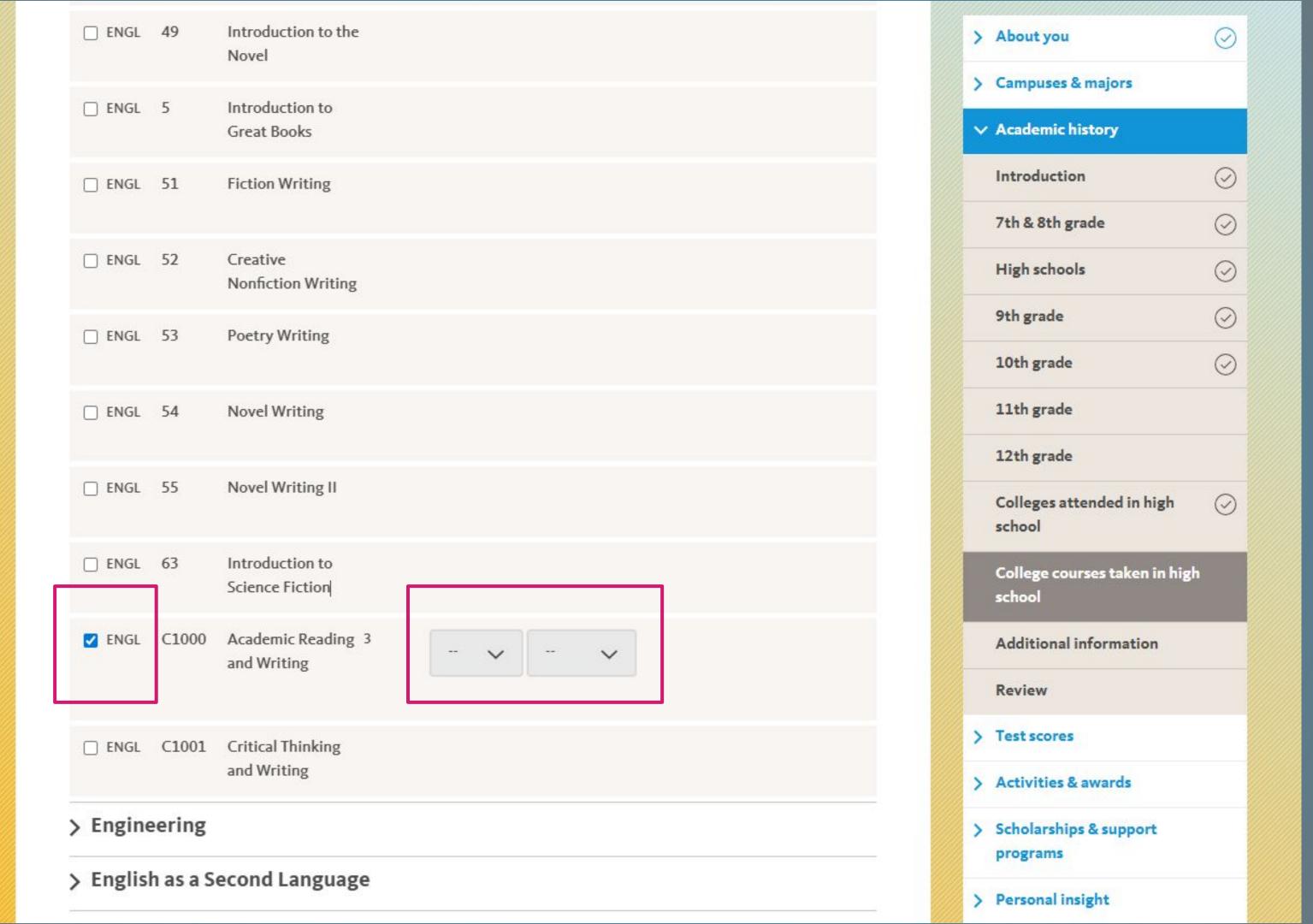
Please report all grades you received for all academic courses you enrolled in, including withdrawals, incompletes and courses you may have repeated at a later date. Do not list athletic courses or courses that are under 3 units (courses under 3 units do not satisfy the UC "a-g" subject area requirements).

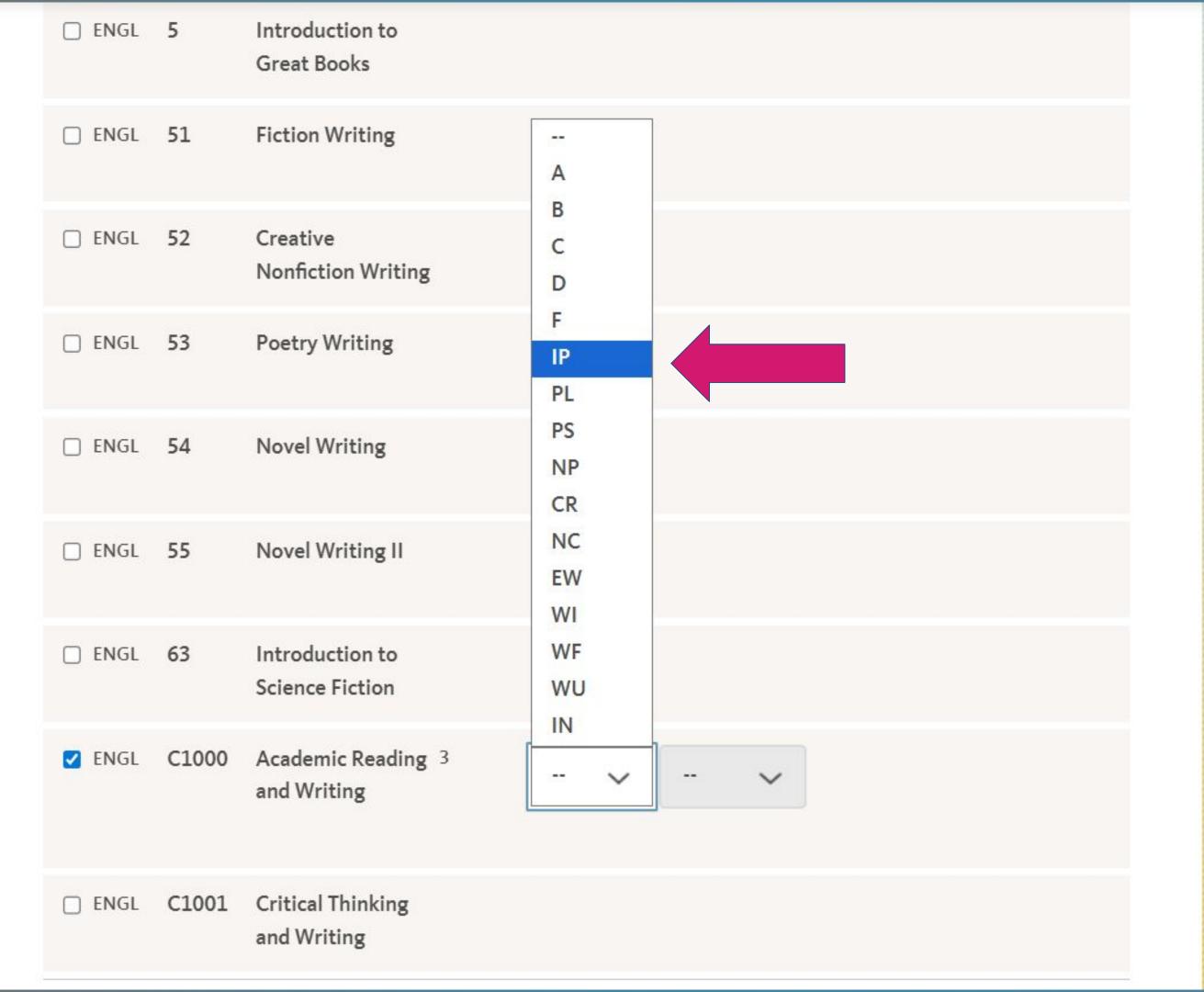


> About you > Campuses & majors ∨ Academic history Introduction 7th & 8th grade High schools 9th grade 10th grade 11th grade 12th grade Colleges attended in high school College courses taken in high school Additional information Review > Test scores > Activities & awards > Scholarships & support

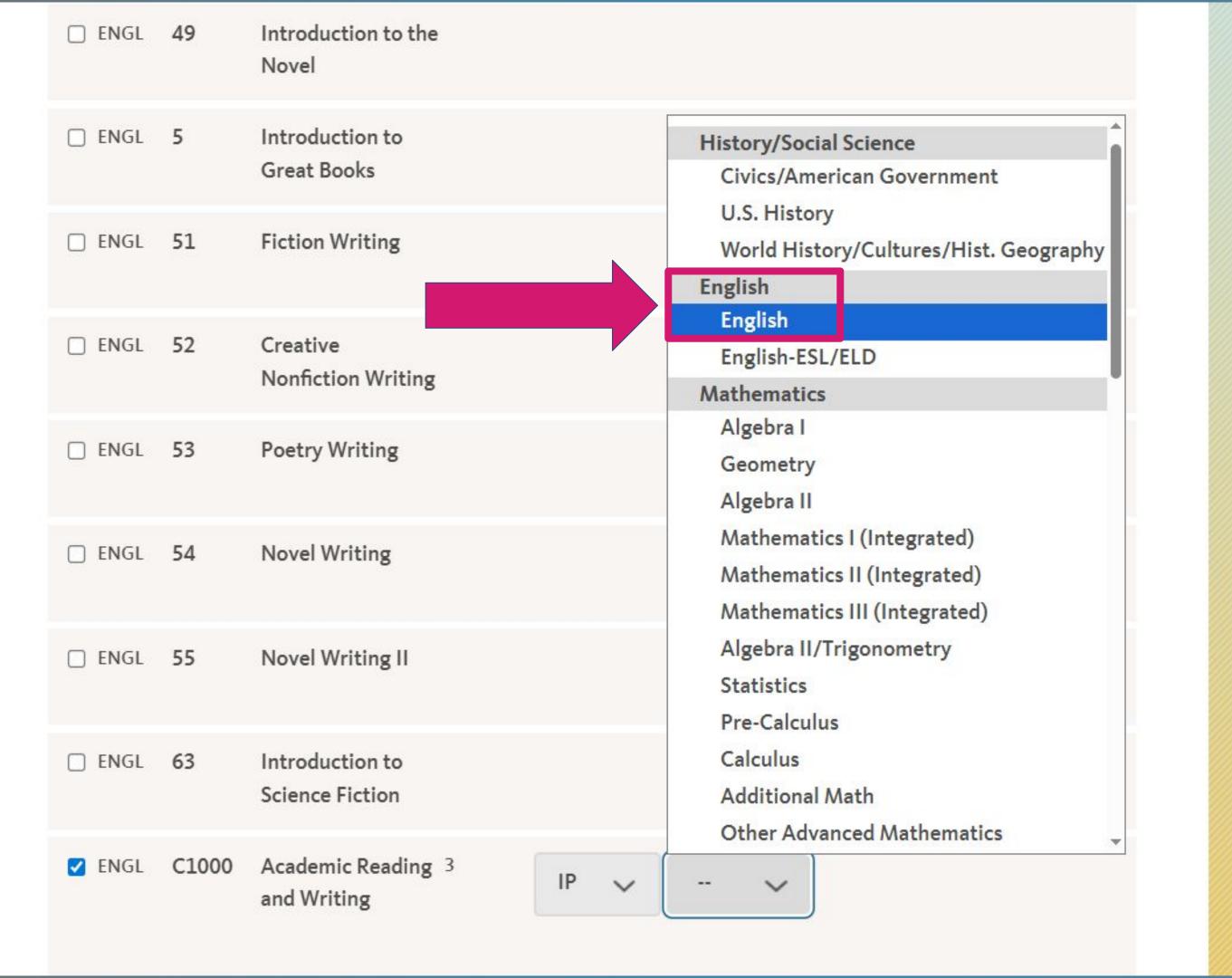


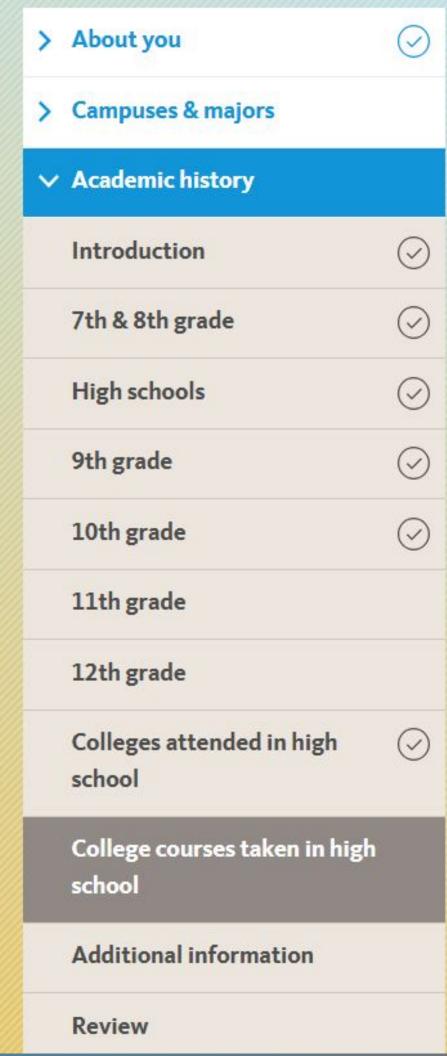
(

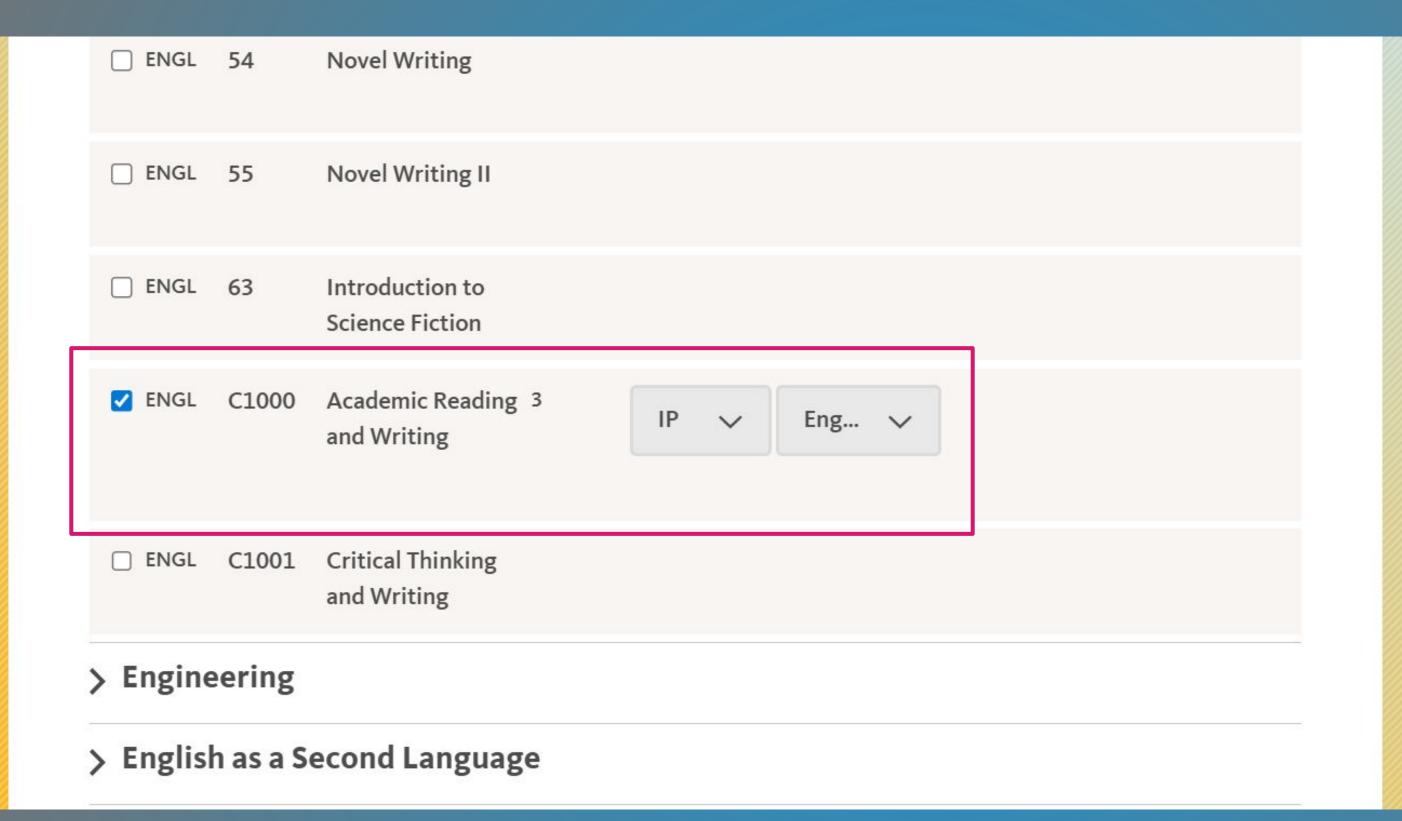


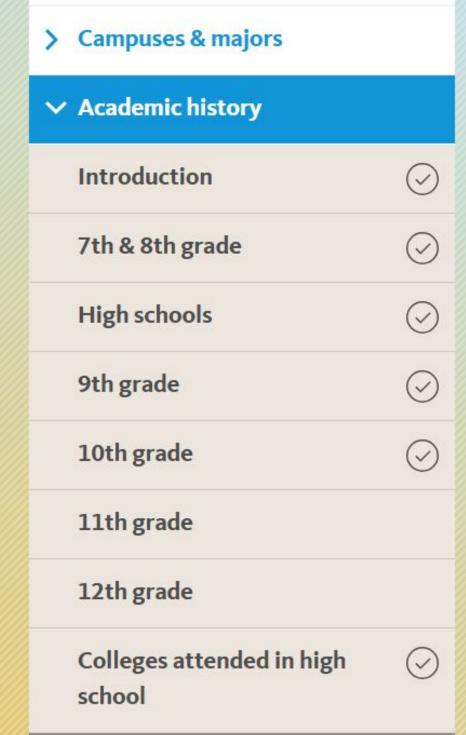












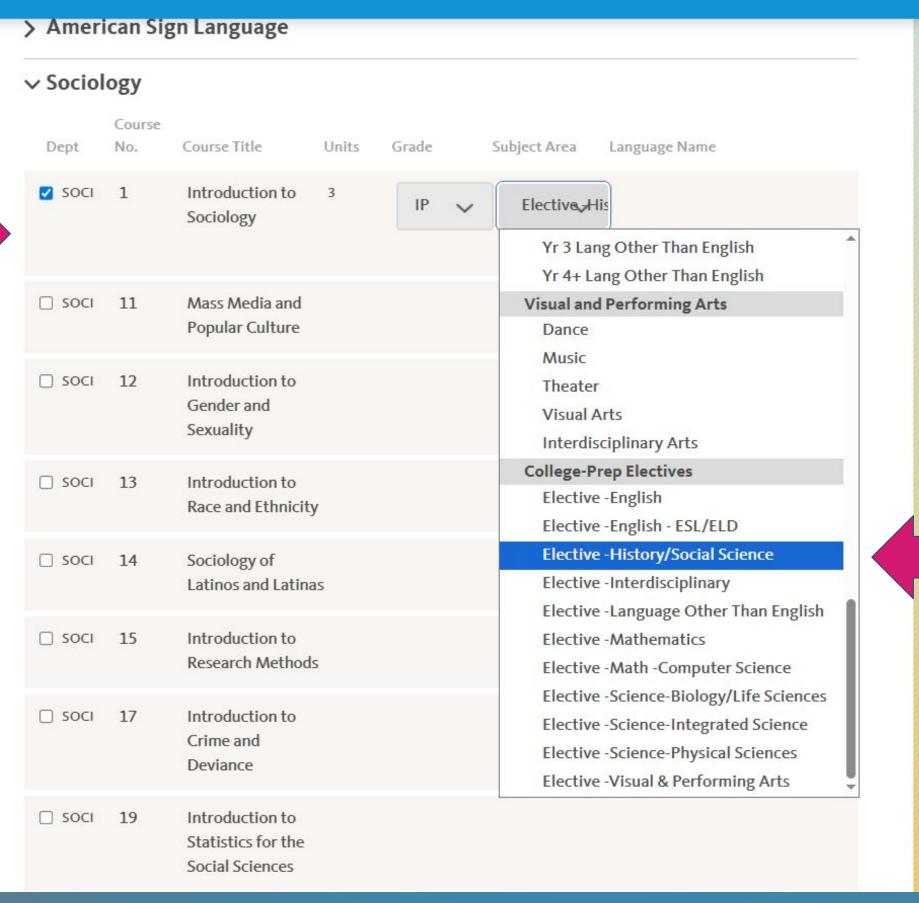
C-II--- !-- L!-L

IF you are taking another MPC Dual **Enrollment class** in FALL 2025, add it to this section the same way you added ENGLC1000, but ensure you have entered the **correct Subject** Area matching.

Mathematics	> About you
Music	> Campuses & majors
Nutrition and Food	✓ Academic history
Oceanography	Introduction
Philosophy	7th & 8th grade
	High schools (
Physiology	9th grade
Physics	10th grade
Political Science	11th grade
Psychology	12th grade
American Sign Language	Colleges attended in high school
Sociology	College courses taken in high school
Spanish	Additional information
Speech Communication	Review
Theatre Arts	> Test scores
World Civilizations	> Activities & awards
	> Scholarships & support programs
don't see my courses.	> Personal insight
	Review & submit

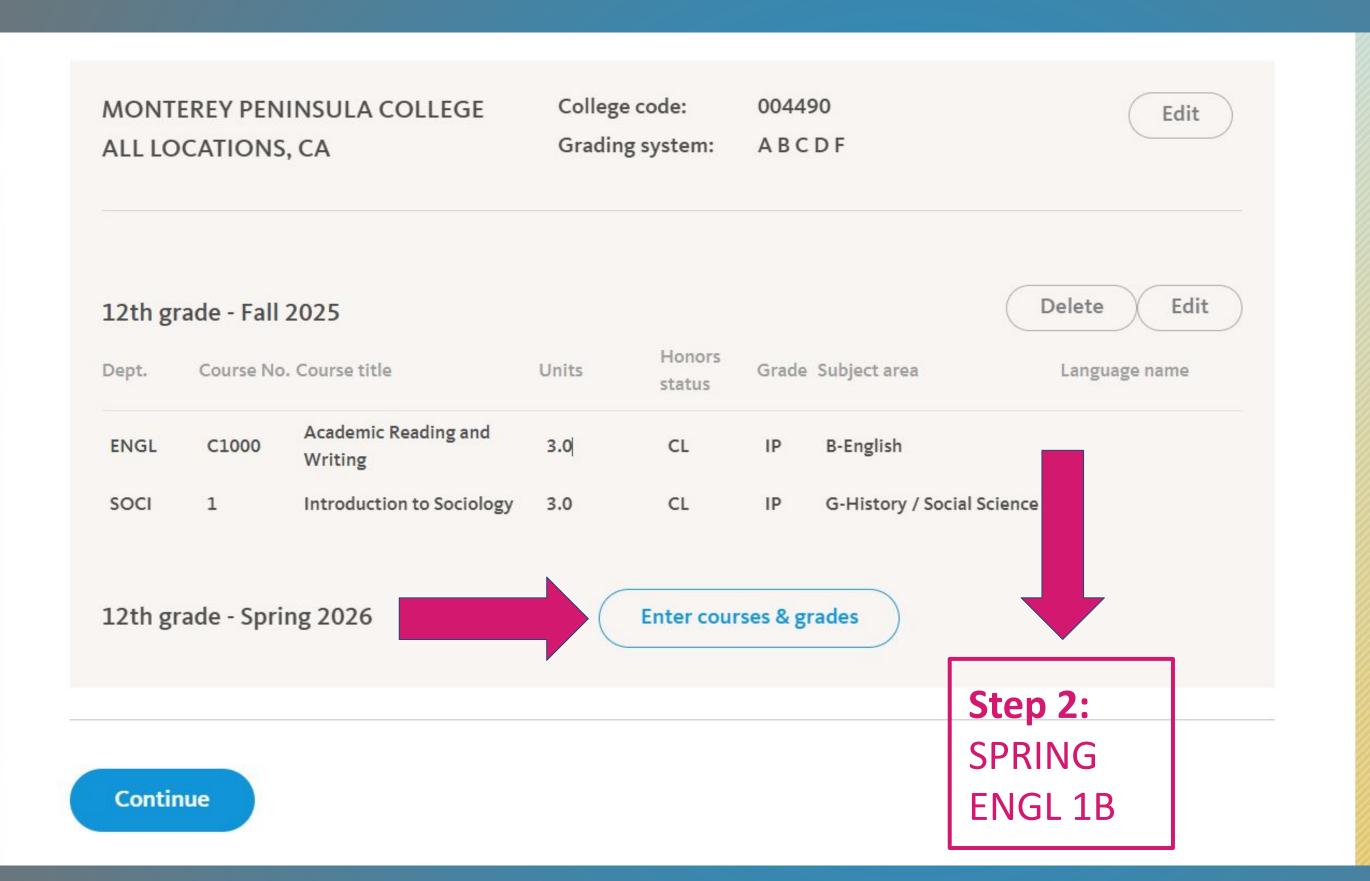
UNIVERSITY OF CALIFORNIA

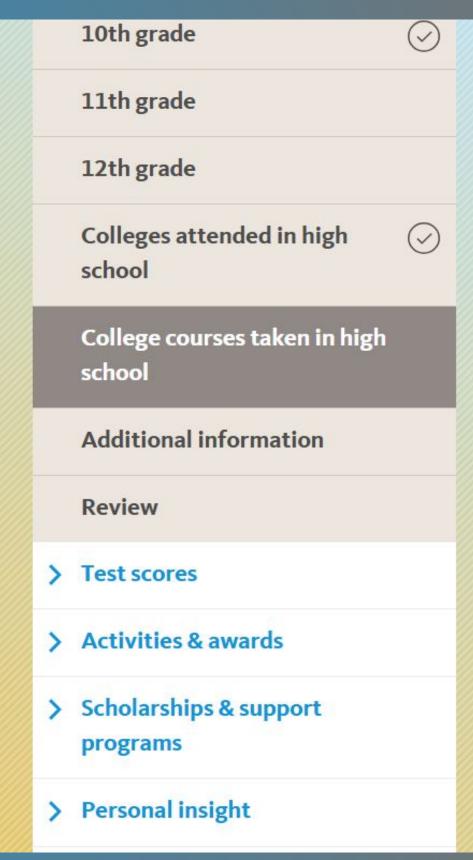
IF you are taking another MPC Dual Enrollment class in FALL 2025, add it to this section the same way you added ENGLC1000, but ensure you have entered the correct Subject Area matching.



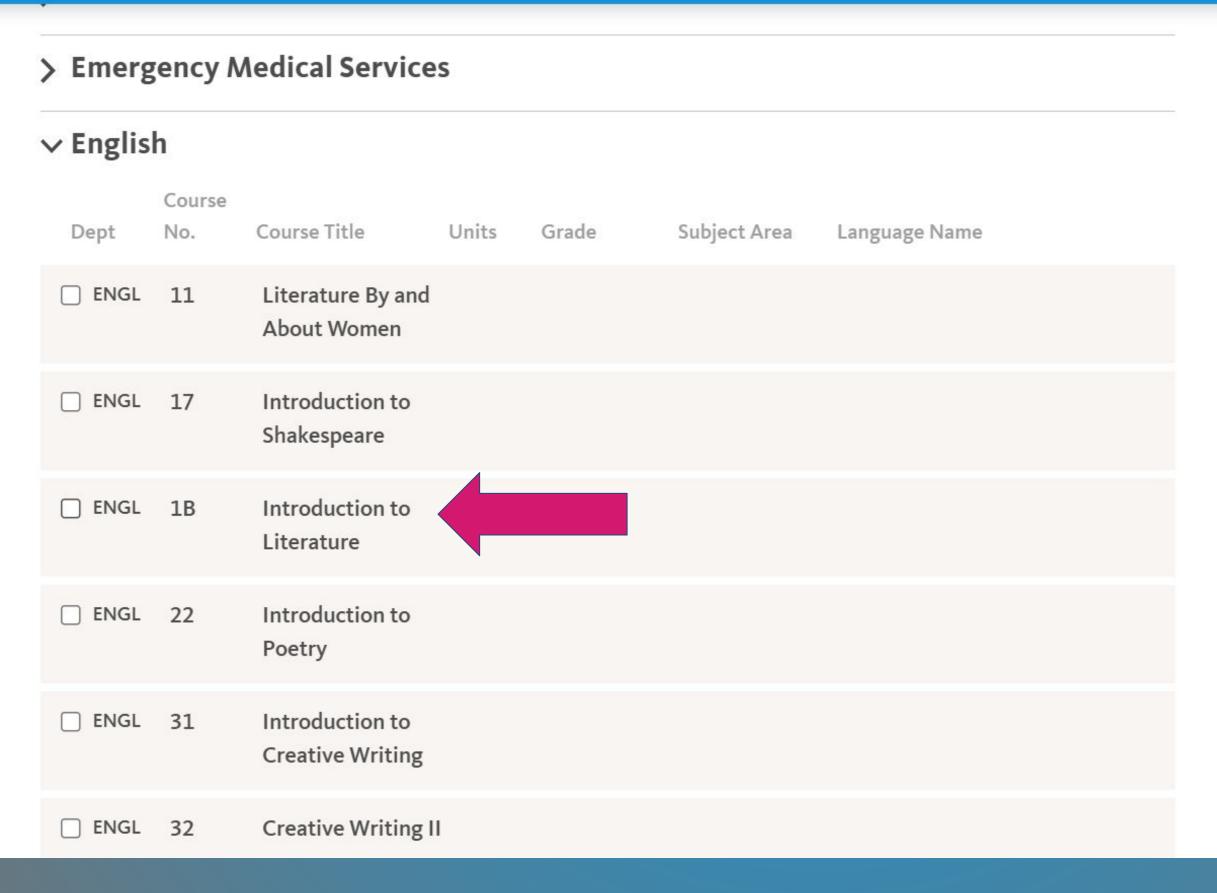
> About you	
> Campuses & majors	
✓ Academic history	
Introduction	
7th & 8th grade	$\odot$
High schools	$\odot$
9th grade	$\odot$
10th grade	$\odot$
11th grade	
12th grade	$\odot$
tended in high	0
College courses taken in hig school	h
Additional information	
Review	
> Test scores	$\odot$
> Activities & awards	

> Scholarships & support

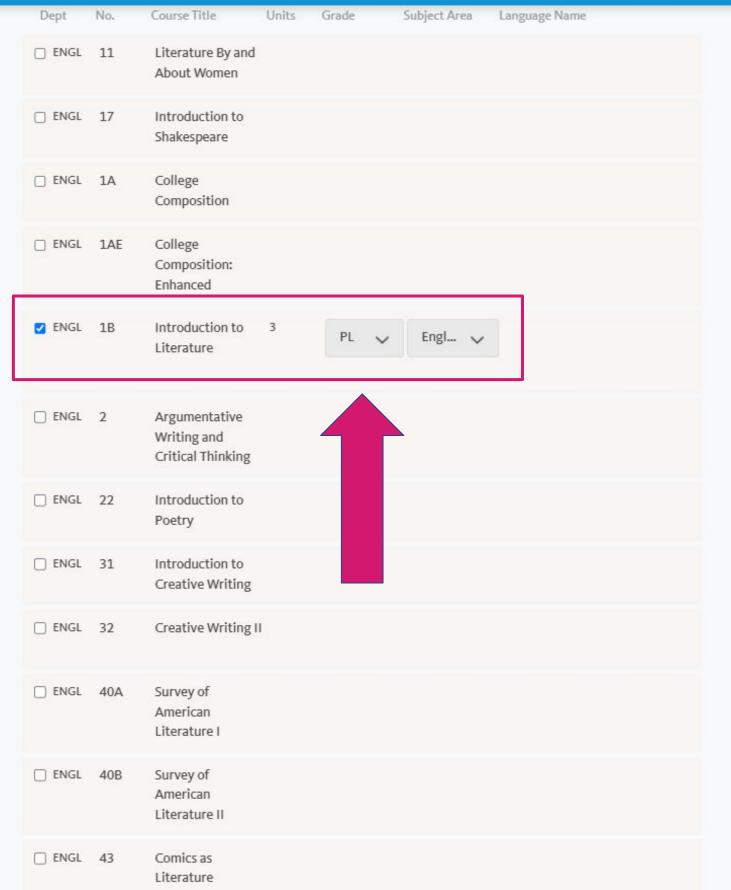




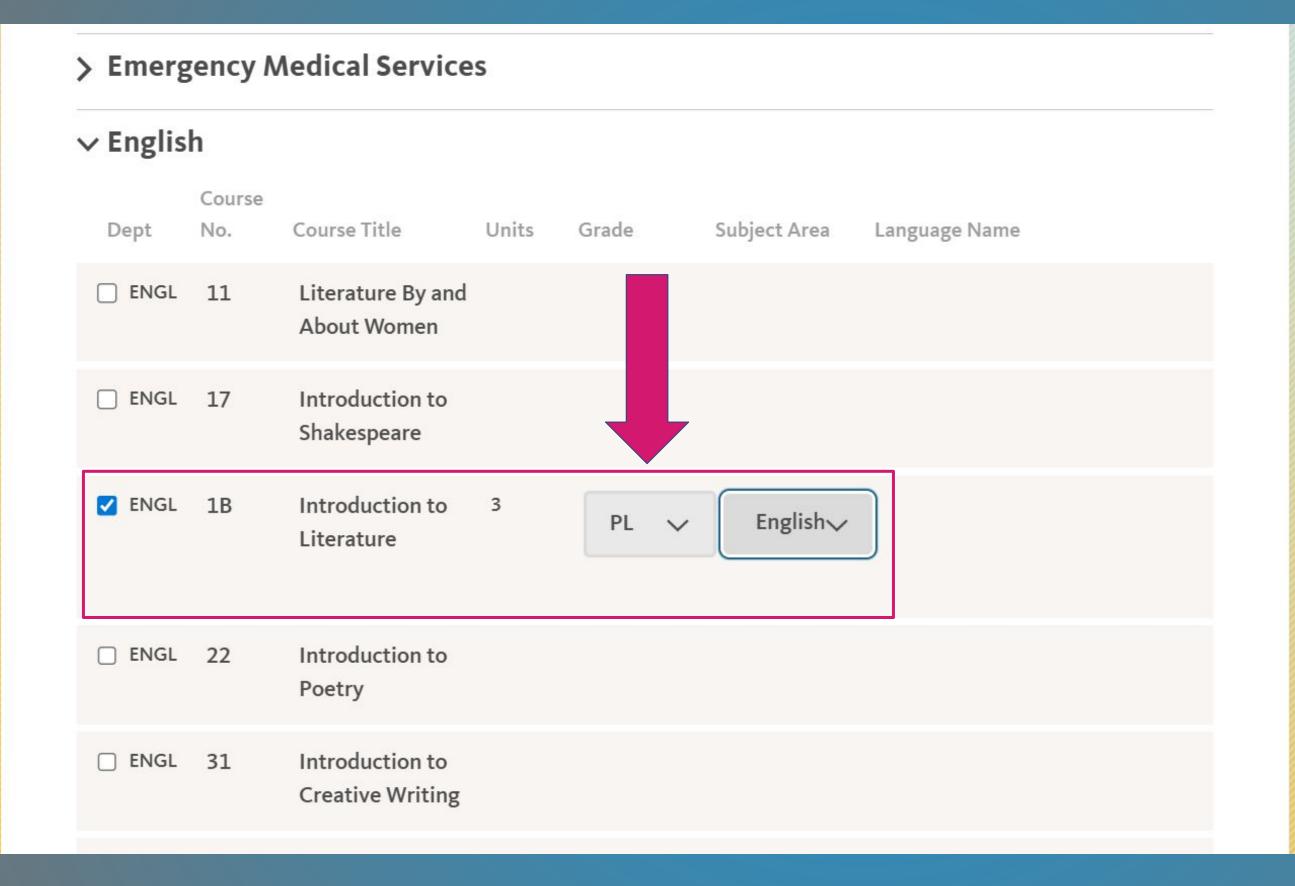
UNIVERSITY OF CALIFORNIA Application status My account Sign out Help



> About you > Campuses & majors ✓ Academic history Introduction 7th & 8th grade **High schools** 9th grade 10th grade 11th grade 12th grade Colleges attended in high school College courses taken in high

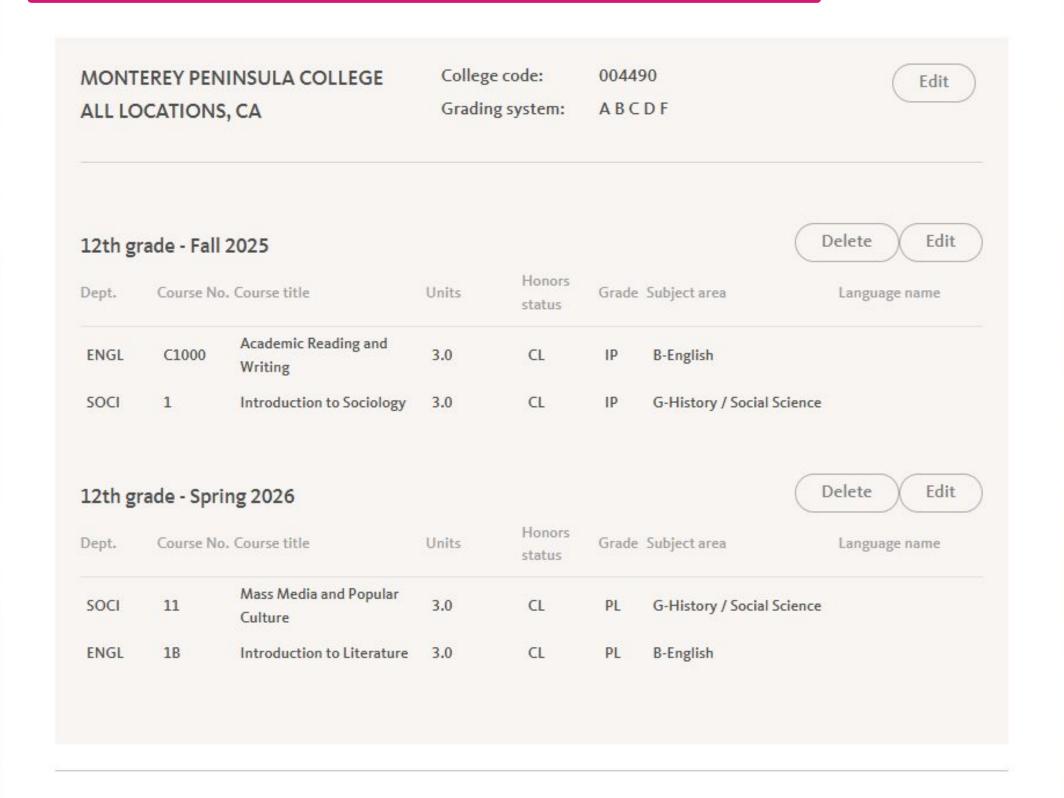


>	About you	
>	Campuses & majors	
v	Academic history	
	Introduction	
	7th & 8th grade	
	High schools	<ul><li>⊙</li></ul>
	9th grade	<ul><li>Ø</li><li>Ø</li></ul>
	10th grade	$\odot$
	11th grade	$\odot$
	12th grade	<ul><li>∅</li></ul>
	Colleges attended in high school	0
	College courses taken in high school	
	Additional information	
	Review	
>	Test scores	
>	Activities & awards	
>	Scholarships & support programs	
>	Personal insight	
	Review & submit	

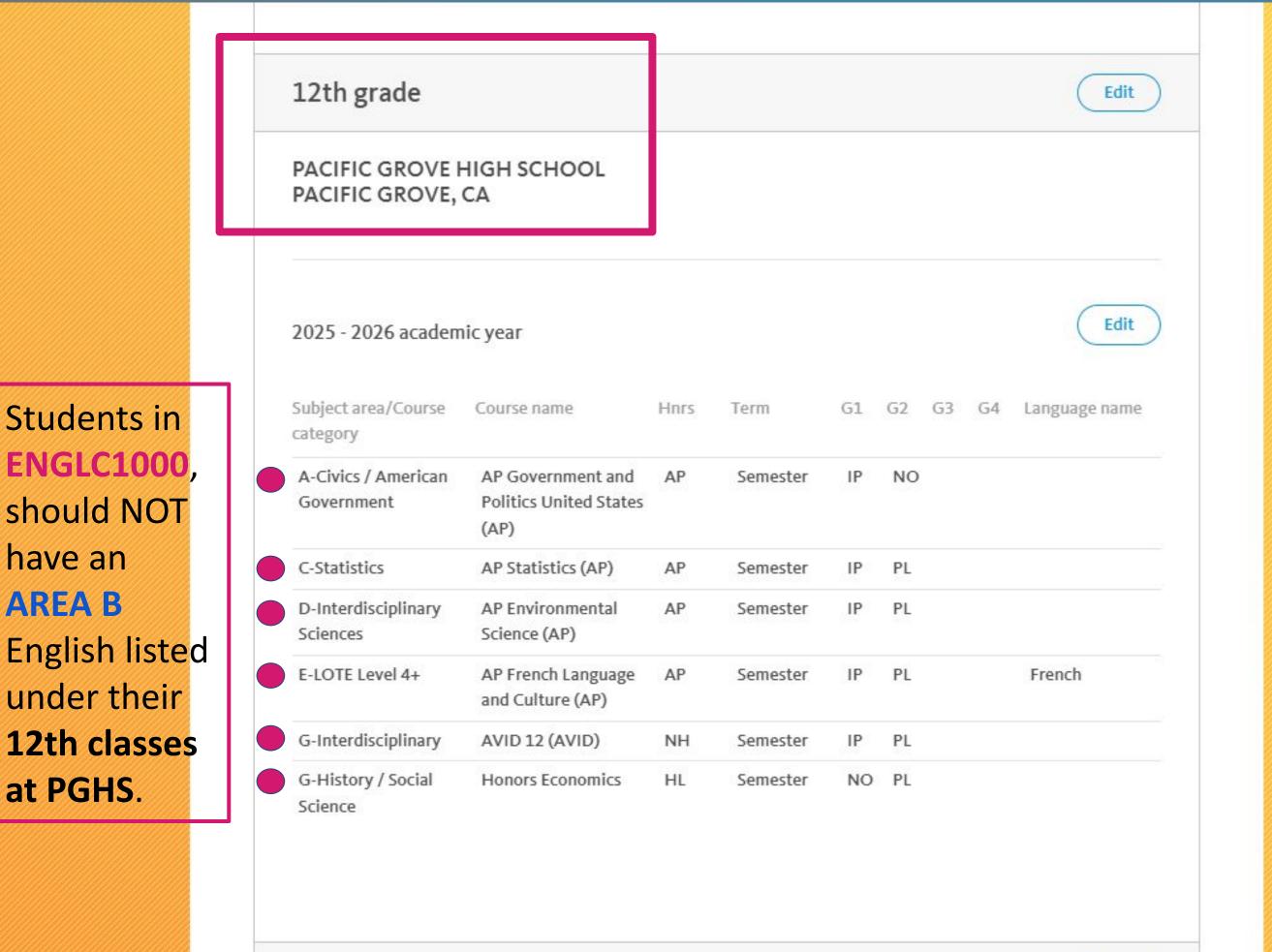


> About you	$\bigcirc$
> Campuses & majors	
✓ Academic history	
Introduction	$\odot$
7th & 8th grade	$\odot$
High schools	$\odot$
9th grade	$\bigcirc$
10th grade	$\odot$
11th grade	
12th grade	
Colleges attended in high school	$\odot$
College courses taken in high	

Please report all grades you received for all academic courses you enrolled in, including withdrawals, incompletes and courses you may have repeated at a later date. Do not list athletic courses or courses that are under 3 units (courses under 3 units do not satisfy the UC "a-g" subject area requirements).



> Campuses & majors ∨ Academic history Introduction 0 7th & 8th grade High schools 9th grade 10th grade 11th grade 12th grade Colleges attended in high school College courses taken in high school Additional information Review > Test scores > Activities & awards > Scholarships & support programs > Personal insight



Colleges attended while in high school

have an

**AREA B** 

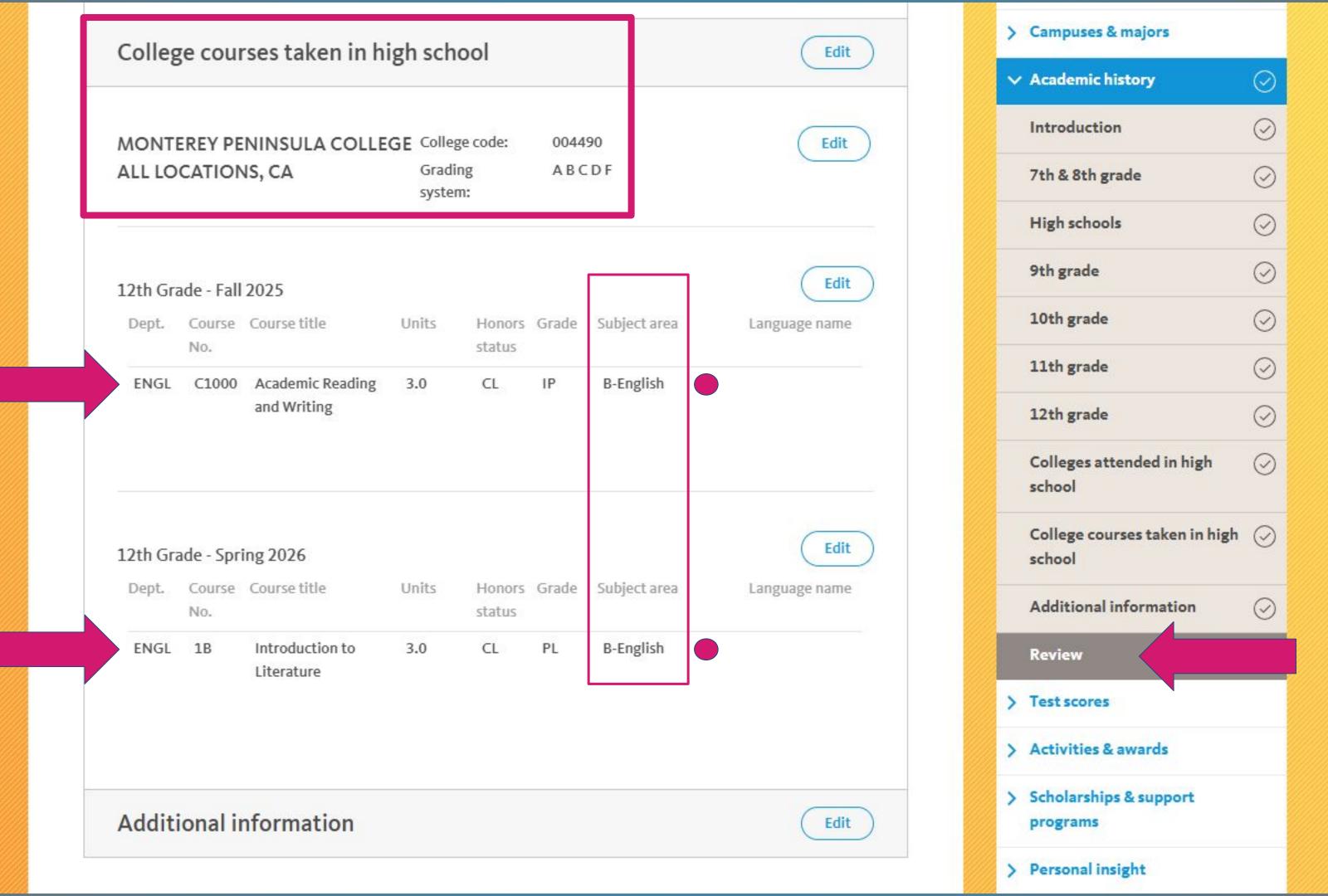
at PGHS.

> About you > Campuses & majors ∨ Academic history Introduction 7th & 8th grade 0 High schools 9th grade 10th grade 11th grade 0 12th grade Colleges attended in high school College courses taken in high school Additional information Review > Test scores > Activities & awards

> Scholarships & support

programs

Edit



### PGHS CCAP Dual Enrollment Courses

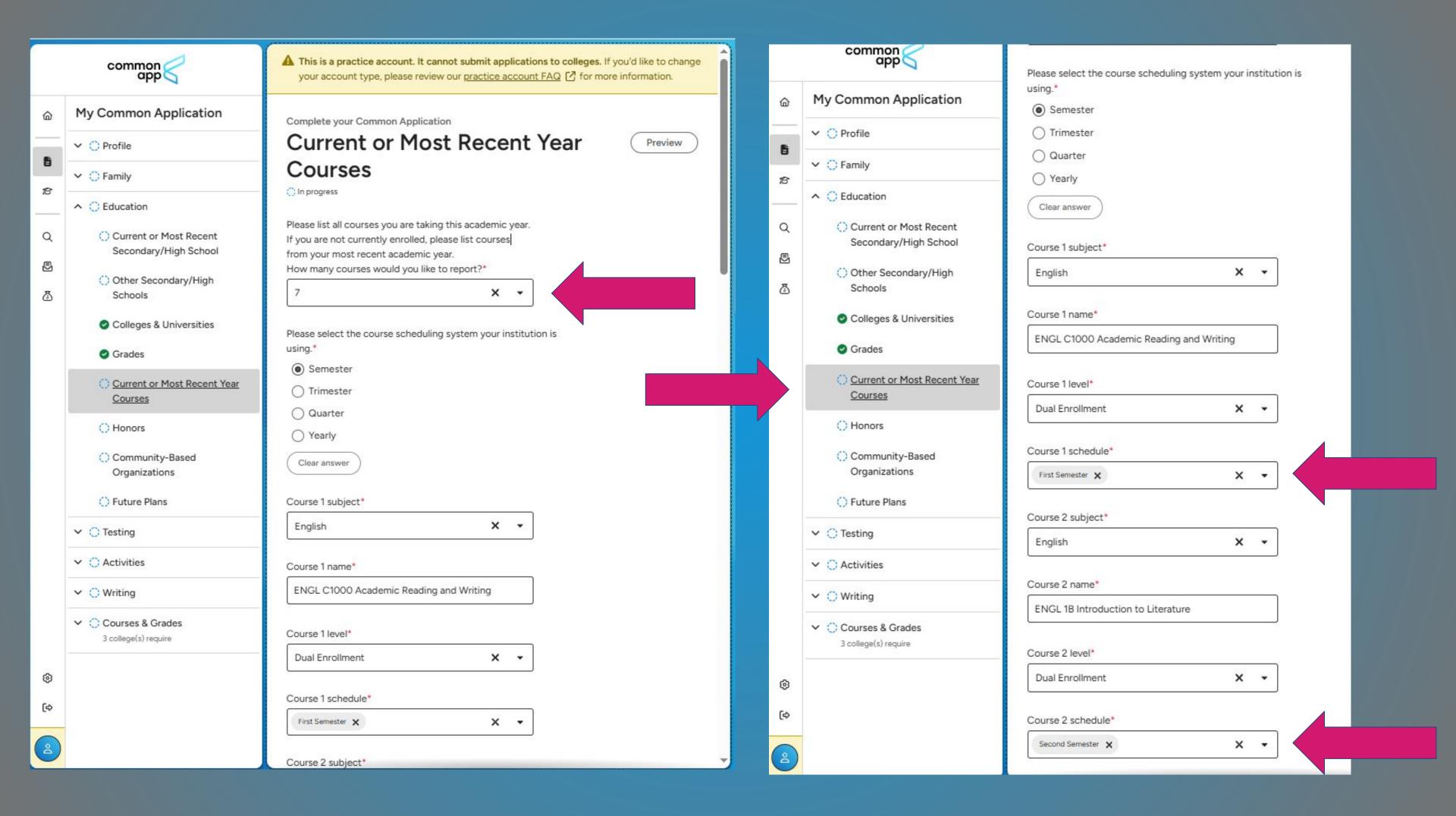
UC/CSU Transferable Courses	Subject Area Matching
English C1000/English 1B	English: Area B
Psychology 1/Psychology 3	College Prep Elective: History/Social Science or Interdisciplinary: <b>Area G</b>
Engineering 2: Engineering Design Graphics	College Prep Elective - Interdisciplinary Elective: <b>Area G</b>
Sociology 1/Sociology 11	College Prep Elective: History/Social Science or Interdisciplinary: <b>Area G</b>
CSIS 9	College Prep Elective - Interdisciplinary Elective: <b>Area G</b>
CSIS 10A	Mathematics - Computer Science: Area C

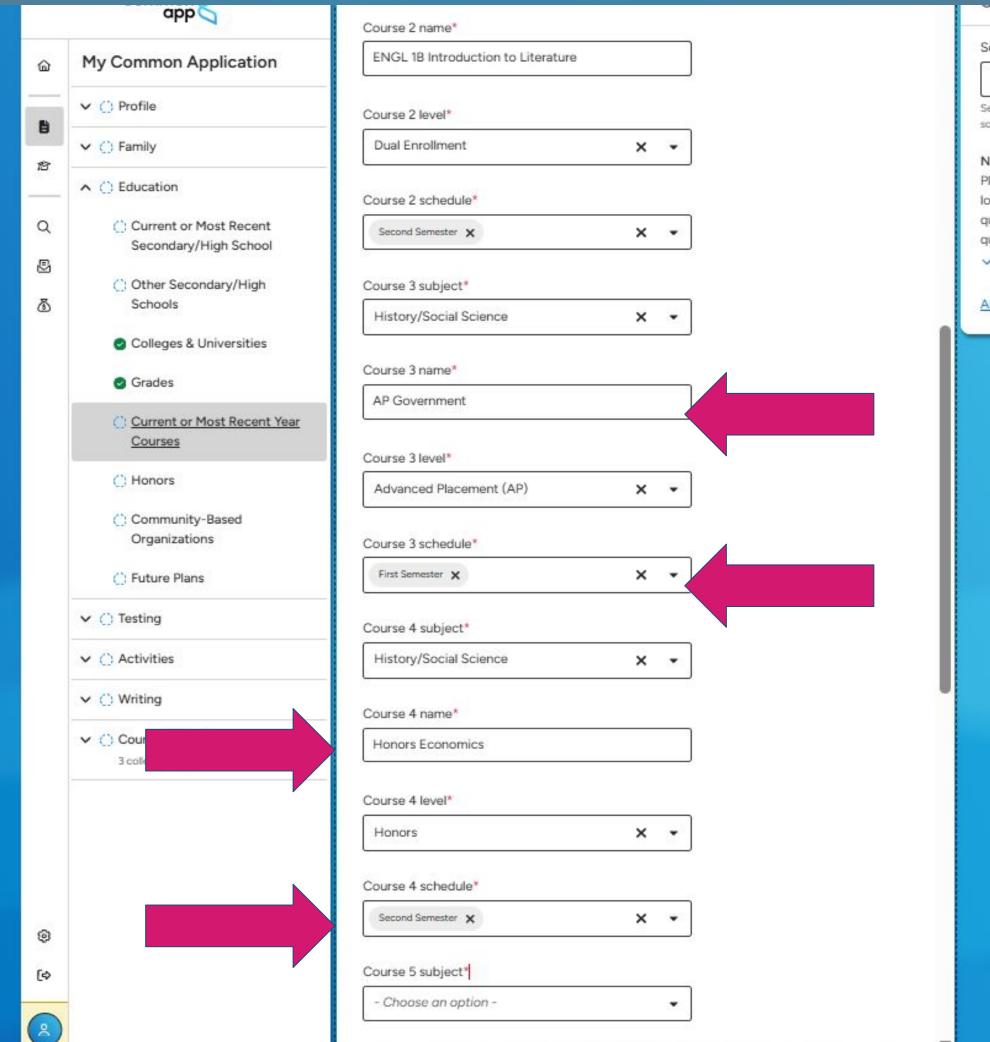
### PGHS CCAP Dual Enrollment Courses

Culinary Arts Hospitality Pathway	Transferability	Add to Application
Hospitality 20: Catering	Less than 3 credits	Activities and Awards Section: Other Courses
Hospitality 23: Culinary Foundations	CSU	CSU: Academic History UC: Activities and Awards Section
Hospitality 53: Introduction to Food and Beverage Management	CSU	CSU: Academic History UC: Activities and Awards Section
Hospitality 77: Yeasted and Non-Yeasted Breads	Less than 3 credits	Activities and Awards Section: Other Courses
Hospitality 78: Basic Baking Techniques	Less than 3 credits	Activities and Awards Section: Other Courses
Hospitality 81: Pies and Tarts	Less than 3 credits	Activities and Awards Section: Other Courses
Hospitality 82: Cakes, Tortes, and Decorating Techniques	Less than 3 credits	Activities and Awards Section: Other Courses
Hospitality 83: French Pastries and Restaurant-style Dessert	Less than 3 credits	Activities and Awards Section: Other Courses
Work 96: Professional and Essential Skills	Less than 3 credits	Activities and Awards Section: Other Courses

### Common Application DE English Reporting

- Enter your ENGLC1000/ENLG1B in Current or Most Recent Year Courses
- Don't forget to count each semester of DE English as a class. AP GOV/HEcon & Gov/Econ are also counted as semester classes (ENGLC1000, ENGL1B, Gov/AP Gov, Econ/HEcon)
- Subject: English
- Course name: ENGLC1000 Academic Reading and Writing
- Course 1 level: Dual Enrollment
- Subject: English
- Course name: ENGL1B Introduction to Literature
- Course 2 level: Dual Enrollment





Search FAQs

Q

Search takes you to the student solution center

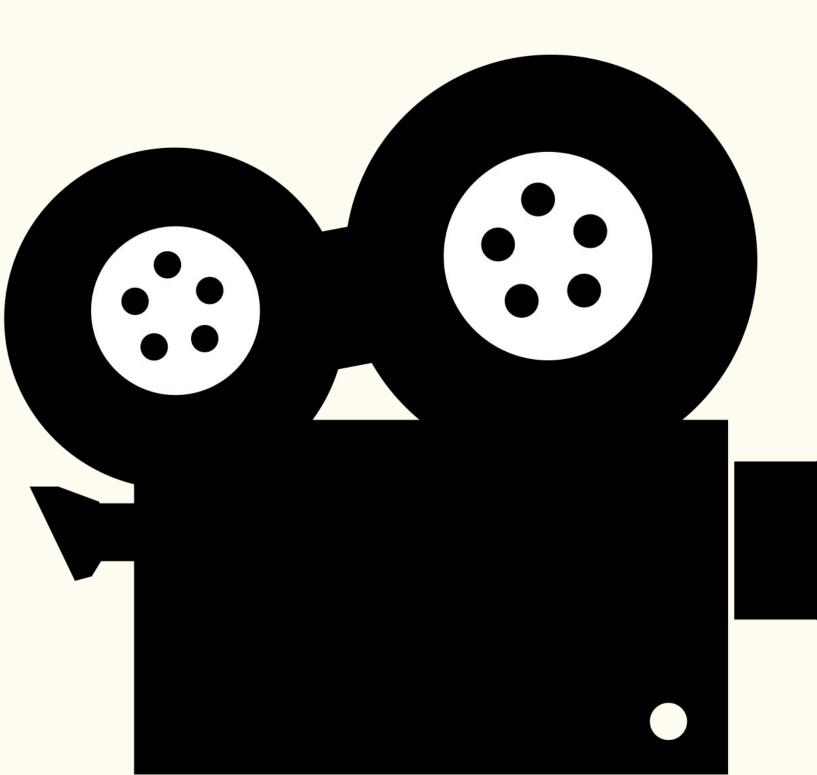
Need Help?

Please use the link below to look for an answer to your question. Answers to most questions can be found in...

Read full answer

All help topics [7]

## Upcoming Events



29 September 2025: Adding DE to the Application 1st period, in all English 1A classes

1 October 2024: Applying to College

PGHS Library: 6:30-7:30 PM

Cash for College FAFSA Workshops

Oct., Dec., Feb.: PGHS Library: 6:30-7:30 PM

Financial Aid Night

January 22, 2026 PGHS Library: 6:30-7:30 PM

# Questions &

Answers