



## Enrollment Checklist

Review program guidelines at [www.mcclennan.edu/hs-pathways/](http://www.mcclennan.edu/hs-pathways/)

### Non-Partner High School

#### Go To The HSP Portal, [gateway.mcclennan.edu](http://gateway.mcclennan.edu)

- Create an account (new student) and/or log in (returning student).
- Use the Progress Tracker links to complete the online items. Onboarding not needed.
- Submit the Early Admission schedule request (left menu) instead of the Dual Credit Schedule Request.
- You or your counselor should submit the next items listed to MCC.
- Math test score and/or meningitis vaccination may not be required for your courses.

#### New Student: Parent Consent Form

- The form is available on the dual credit website, [www.mcclennan.edu/hs-pathways/](http://www.mcclennan.edu/hs-pathways/).
- The consent form should be signed by the parent and returned to the HSP office.

#### Request College Advising & 504-Type Accommodations

- College advising is required for all Early Admission courses.
- Email [dualcredit@mcclennan.edu](mailto:dualcredit@mcclennan.edu) to request an advising appointment.
- For accommodations information, visit [www.mcclennan.edu/disability/](http://www.mcclennan.edu/disability/).

#### Periodically Check The Portal/Progress Tracker

- Use the Progress Tracker to monitor completion of the enrollment process.

#### Allow Time For High School Pathways To Enroll You

- Fall enrollment may take until mid-June and spring enrollment until late Nov.
- Check your schedule using the menu link in the HSP Portal.

#### Pay Tuition & Buy Books

- Fall tuition is due in early August, spring tuition in early January.
- You can pay online through the High School Pathways Portal.
- Be sure to buy your textbooks.

#### Returning Students:

Submit a schedule request each semester and a HS transcript each academic year.

Call or Text: 254-870-1062 | Email: [dualcredit@mcclennan.edu](mailto:dualcredit@mcclennan.edu)

Scan if  
you  
have  
questions  
or need  
help  
enrolling.

