

Dual Enrollment Checklist

1. [Apply to PSCC](#)
2. [Apply for the DE Grant](#)
3. [Submit completed Immunization Form](#)
4. [Set up myPellissippi account](#)

1. Apply to PSCC

Complete your Pellissippi State Application

- Create a Login ID and pin.
 - Login ID can be up to 9 characters
 - **Pin must be exactly 6 numbers**
- Log in. Select “Dual Enrollment” as your application type. Next, select “Fall 2020”. Complete the rest of the application.
- **All seven sections of the application must have a red checkmark before you can submit your application.**
- Upon completing the application, a confirmation page will appear. If you do not see this page, go back and make sure all your information has been entered into the application.

1. Apply to PSCC

Returning Students - Reapply to Pellissippi State?

- **Reapply** if you have taken classes in the past at Pellissippi State but did not enroll during Spring 2020 or Summer 2020
- **Do not need to reapply** if you took classes during Spring 2020 or will take Summer 2020 classes

2. Apply for the DE Grant

TSAC Student Portal

- Visit the [TSAC student portal](#)
- Returning students, log into your TSAC account
- New students, select “Create a Log In” to create a TSAC account and then log in
- Click “Apply” at the top left of the page.
- Complete the Student Information Section.
 - You do not need to enter your driver’s license information.
 - Select, yes, that you are a TN resident. If you were born in TN, your date of residence is your birthdate. If not born in Tennessee, your date of residence is the date you moved to TN.

2. Apply for the DE Grant

Grant application for 2020 - 2021

TN

[Apply](#) [View Summary](#) [FAQs](#) [Send Email](#) [Accou](#)

[Math & Science Teachers Loan Forgiveness Program 2019 -](#)

[Math & Science Teachers Loan Forgiveness Program 2020 -](#)

[Helping Heroes Grant 2019 - 2020](#)

[Helping Heroes Grant 2020 - 2021](#)

[Dual Enrollment Grant 2019 - 2020](#)

[Dual Enrollment Grant \(including GIVE\) for 2020 - 2021](#)

[Middle College Scholarship 2019 - 2020](#)

[Middle College Scholarship 2020 - 2021](#)

2. Apply for the DE Grant

Complete Your TSAC DE Grant Application

- Under the College/University Information Section, **select Pellissippi State** as the college where you will be taking dual enrollment classes.
- Once you have applied for the grant, click “View Summary.” Your grant for Pellissippi State should be listed as “pending.”

College/University Information Section

Listed are the eligible institutions for this program. You must select an eligible institution to be eligible for the Dual Enrollment Grant. Select the institution for which you will enroll while you are a dual enrolled student. (This is not a valid application for the Dual Enrollment Scholarship.)

College/University Required

PELLISSIPPI STATE COMM COLLEGE, 012693-00 ▾

If you will dual enroll at another institution this semester, you must contact the Dual Enrollment Office at the institution above. You must be enrolled at the institution above to receive the Dual Enrollment Grant for a second co

3. Submit completed Immunization Form

Immunization Waiver

- Download and print the [Immunization Waiver form](#)
- Have a parent complete and sign the form
- Email (sdjoy@pstcc.edu) or fax (865-539-7690) completed forms
- Use your phone to take a picture of the completed form and email it

4. Set up myPellissippi account

myPellissippi

- Visit [myPellissippi](https://myPellissippi.com). Select “Look-up Username or PNumber”. Proceed to look-up and ***document*** your Pellissippi State username and PNumber.
- Navigate back to the myPellissippi webpage. Click “Change Password.” Follow the instructions very carefully to change your password. It is case sensitive.
- Log in using your username and new password. Call the Helpdesk at (865) 694-6537 if you have problems.