

Dual Enrolled High School Student Enrollment Guide

Congratulations on your admission to Oakland University. When you take classes at OU while still in high school, you get a head start on your college credits, make valuable university relationships, and charge past the competition.

But before that, you need to complete a few steps to guarantee your spot at OU.

STEP 1: COMPLETE YOUR PERSONAL DUAL ENROLLMENT ORIENTATION

Meet with your admissions adviser to discuss your next steps, including activating your account, course availability, steps to register and more. Your admission to OU as a dual enrollment student doesn't guarantee registration for your preferred courses. During your meeting you'll discuss registration requirements and procedures. Please call (248) 370-3360 to schedule your dual enrollment orientation.

STEP 2: ACTIVATE YOUR ACCOUNT

Go to oakland.edu/activate to activate your student account (NetID). You'll need your Grizzly ID number from your acceptance letter.

Your NetID allows you to:

- Register for classes on MySAIL
- Receive direct deposit and billing (eBill) notifications
- Check your OU email and calendar
- Access grades, transcripts and more

Once you activate your account, get in the habit of checking your OU email regularly for important reminders, notifications and announcements. oakland.edu/activate

STEP 3: REGISTER FOR CLASSES

As a dual enrolled student, you may take up to eight credit hours per semester, which will count toward your overall OU GPA. To register for classes:

1. first visit oakland.edu/registrar/registration/regschedule to review the registration instructions
2. then go to mysail.oakland.edu to register (or click on MySAIL in the top task bar of any OU web page)

If you get an error while registering, you can locate the point of contact at oakland.edu/registrar/registration/registration-errors to assist you in resolving the requirement. Some courses require specific prerequisites; documentation is needed to satisfy a prerequisite prior to registration. More details will be discussed during the personal dual enrollment orientation. For other registration issues, please contact Registrar Services at (248) 370-3450 (please identify yourself as a dual-enrolled high school student).

ADDING CLASSES

Review important registration dates by term at oakland.edu/registrar/important-dates. You may add courses without faculty permission through the first week of classes. To register for classes during the second week, you'll need approval from the instructor/department, and then you may register for the course on MySAIL.

DROPPING OR WITHDRAWING FROM CLASSES

It's important to fully understand the implications of dropping or withdrawing from a course. Please go to oakland.edu/dropornot to review the impact it may have on your degree plan. oakland.edu/registrar | (248) 370-3450

STEP 4: FINANCIAL SERVICES AND PAYMENT

Visit oakland.edu/financialservices to read important information about tuition, payment due dates and payment options.

We will send an email to your OU email account when your eBill is ready to be viewed and paid online. Visit oakland.edu/ebill for a brief overview of your current account status, recent and past statements, and available payment plans.

Dual enrolled students are not eligible for federal, state or OU financial assistance. **If your high school is paying part of your tuition, contact your guidance counselor for a dual enrollment worksheet from your school.** They may provide a letter on letterhead that includes the amount the district will pay, student name, classes (if known) and signatures from a school representative. Students are responsible for any portion of the bill that is not paid by their high school. Please email the worksheet to OU's Student Financial Services at collect@oakland.edu before the payment due date.

Failure to submit the worksheet prior to the due date may result in late payment penalties that the student is responsible for. For information about payment due dates and cancellation, go to oakland.edu/financialservices/student-account-information/payments-cancellation. oakland.edu/financialservices | (248) 370-2550

STEP 5: PICK UP YOUR GRIZZCARD

Your GrizzCard gives you access to student resources across campus, including the Rec Center, Kresge Library, computer labs, and more. To get your card, you must first register for classes, then pick it up at OU's ID Card Office in the Oakland Center (please bring a picture ID). oakland.edu/grizzcard | (248) 370-2291

PROOF OF PREREQUISITE

Some courses require prerequisites, which are requirements needed to be completed prior to taking the course. Below are some ways you may show proof of a prerequisite. Documentation will need to be provided to Undergraduate Admissions at oakuniv@oakland.edu and in some cases to the academic department to receive approval to register. An adviser from Undergraduate Admissions may contact you regarding missing and required documents in order to take your class.

1. ACT or SAT subscores (mathematics and writing)
oakland.edu/fyac/courseplacement
2. OU mathematics placement test, OU directed self-placement for writing, OU language placement tests (French, German, Chinese and Spanish)
oakland.edu/fyac/courseplacement

3. AP/IB exam scores (variety of subjects available)
oakland.edu/registrar/collegecredit
4. Transferable class from a higher education institution that satisfies the prerequisite class needed
5. In some instances the above criteria may not be available; if this happens, you can contact the correct office or department to request an exception

ADDITIONAL SERVICES AND RESOURCES

BARNES & NOBLE AT OU

You can purchase or rent new and used textbooks or eTextbooks in person or online through the university bookstore.
oakland.bncollege.com

DISABILITY SUPPORT SERVICES

If you have a physical, psychological, sensory and/or learning disability, please contact Disability Support Services to discuss eligibility for services and accommodations.
oakland.edu/dss

KRESGE LIBRARY

The experts at Kresge Library are available to answer your research and technology questions, and assist with thousands of print and electronic resources.
library.oakland.edu

OAKLAND CENTER (OC)

The OC houses Pioneer Food Court, Barnes & Noble at OU, Grizz Express, the Office for Student Involvement, the Student Technology Center, an ATM and lounge areas.
oakland.edu/oc

UNIVERSITY RECREATION AND WELL-BEING (REC WELL)

All enrolled students have access to the Recreation Center and its programs. Stress relief and well-being programs help in maintaining a balanced life.
oakland.edu/recwell

DON'T FORGET

- To request a copy of your OU transcript, visit oakland.edu/registrar/records/transcripts.
- To transfer credits from OU to another institution, it is your responsibility to determine whether the classes are transferable. Visit mitransfer.org for course equivalencies from select Michigan colleges. You should confirm credit will be accepted by contacting the institution of your choice.

Have questions about becoming a Golden Grizzly?
We're ready to answer them.
Call (248) 370-3360 or email visit@oakland.edu.

Want a tour of campus?
We'd love to show you around.
Sign up at oakland.edu/visit or tour campus virtually at youvisit.com/oakland.