

COLLEGE OF MICRONESIA-FSM
ADMINISTRATIVE PROCEDURE NO. 4001

Dual Enrollment for High School Seniors

Date Adopted: 01 April 1993
Date Revised: 06 April 2021
Date Reviewed: 24 March 2014; 06 April 2021; 02-04 April 2025
References: BP No. 4001

Procedure

To apply for dual enrollment at COM-FSM, follow these steps:

1. Take the COM-FSM placement test.
2. Obtain the Dual Enrollment Application
 - Visit the Office of Admissions, Records, and Retention (OARR) at the COM-FSM National Campus in Palikir, Pohnpei, or at any state campus (Chuuk, Kosrae, Yap, or CTEC).
 - Alternatively, you can download the form from the official college website: <https://www.comfsm.edu.fm/forms/>
3. Submit the Completed Application Packet to OARR. Ensure that you adhere to the application submission deadline. The packet must include:
 - Completed COM-FSM Application for Dual Enrollment
 - Recommendation letter from the principal (or designee) or a director of a college program working with high school seniors
 - Justification statement from the same recommending official, explaining how the student is prepared for college-level coursework
 - Official high school transcript verifying completion of 11th grade and a minimum cumulative GPA of 3.50
 - Proof of payment of the admission fee
4. Wait for Review and Notification. The Recruitment, Admissions, and Retention Committee (RARC) will review your application, and you will be notified of the outcome by the Office of Admissions, Records, and Retention (OARR).