HILBERT COLLEGE | DUAL ENROLLMENT

New Student Guide

Registering for Dual Enrollment at Hilbert College

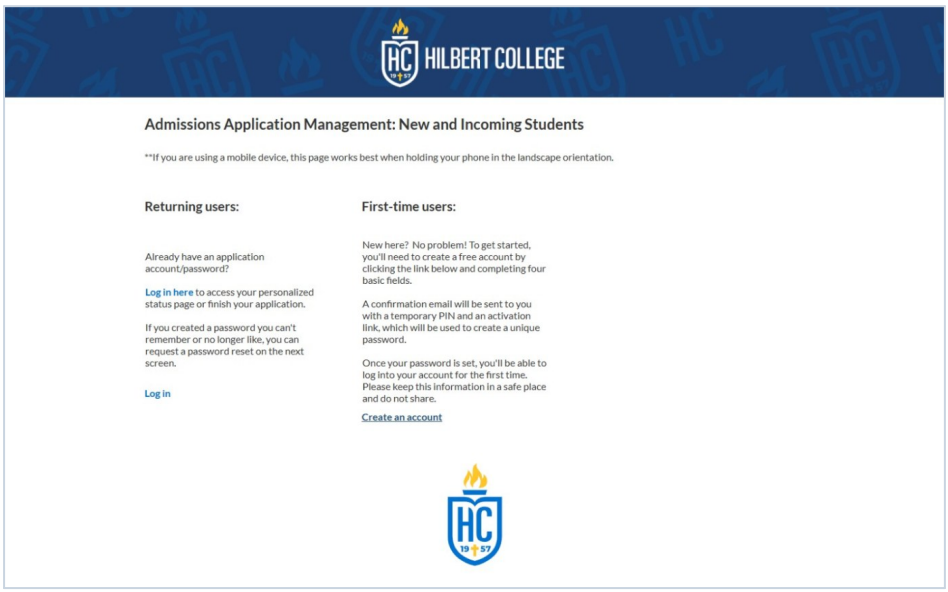
This guide will walk you step by step through registering as a new Hilbert College Dual Enrollment student. You'll learn how to create your account, complete your student application, and submit the information needed to register for your Dual Enrollment course or courses.

Follow each step in order and enter your information carefully to help ensure your registration can be processed successfully.

29 steps • About 2 minutes

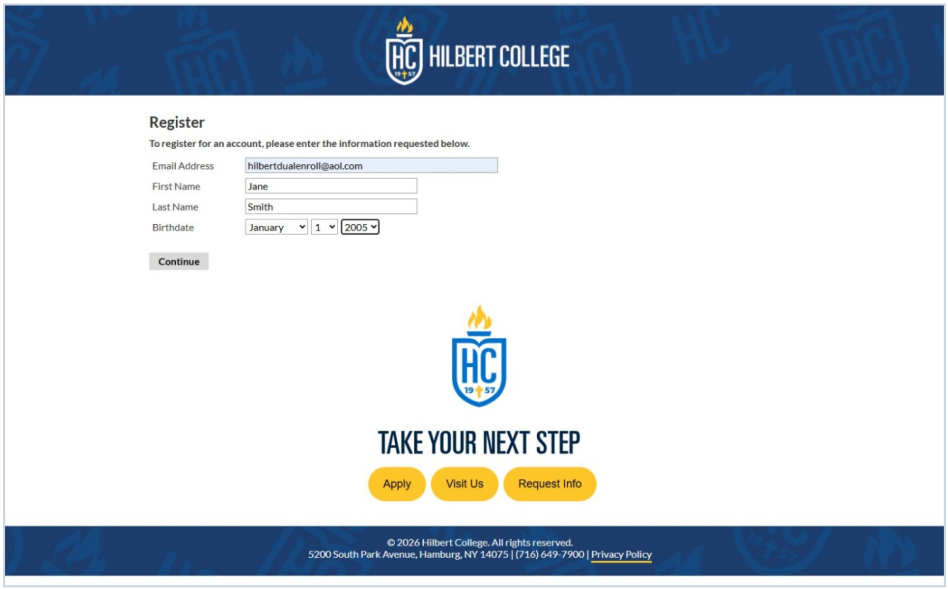
Create your account

1 Navigate to https://connect.hilbert.edu/apply/?sr=3d7ece65-4dcc-4fba-8730-61f881ca8f5b

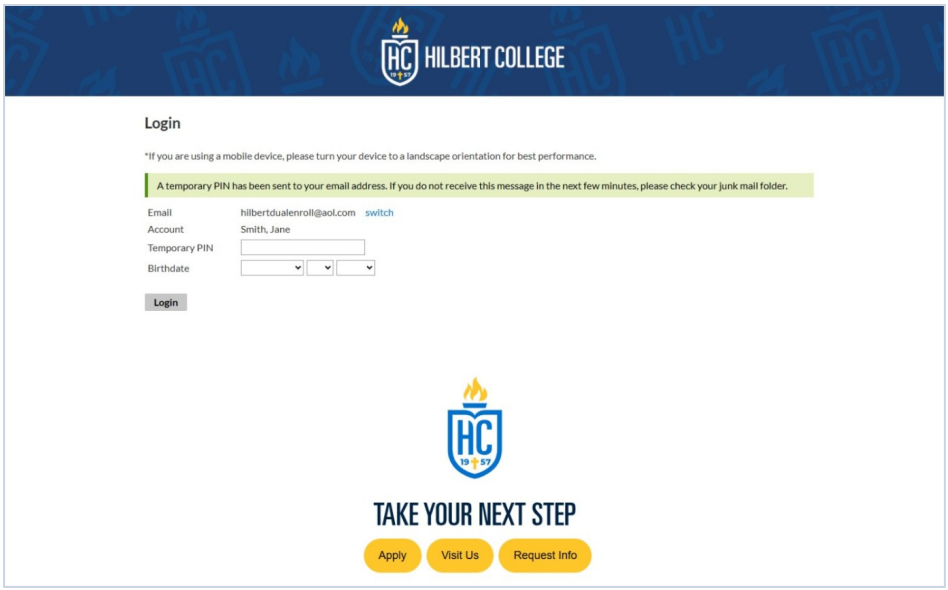


2 Click "Create an account"

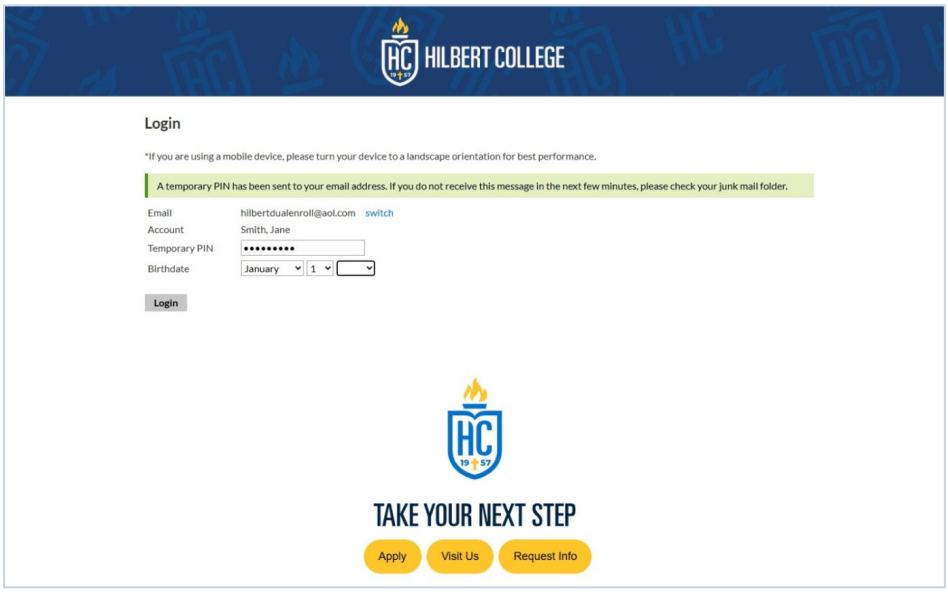
3 Enter your first name, last name, and date of birth using your own information. Then click “Continue.”



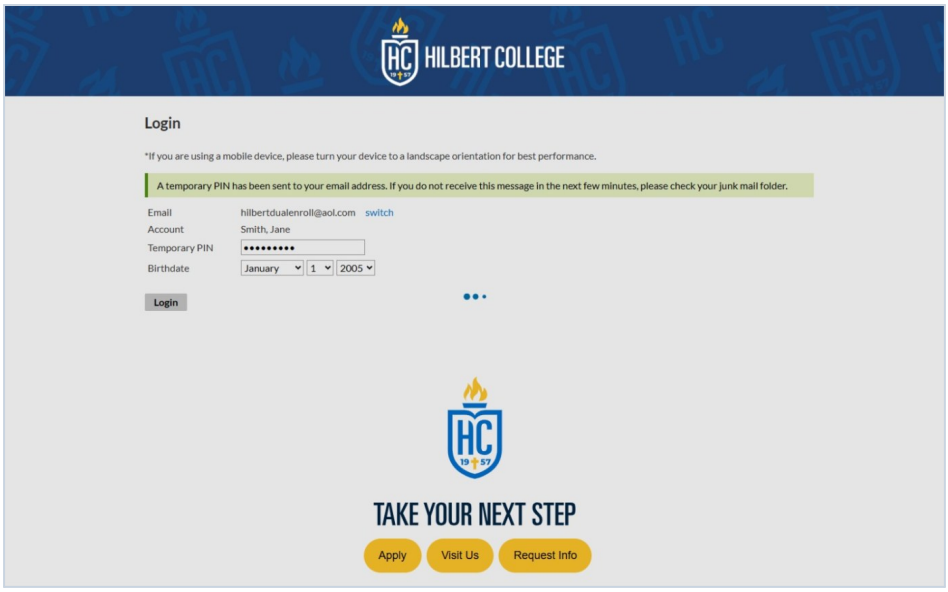
4 Enter the Temporary PIN you received.



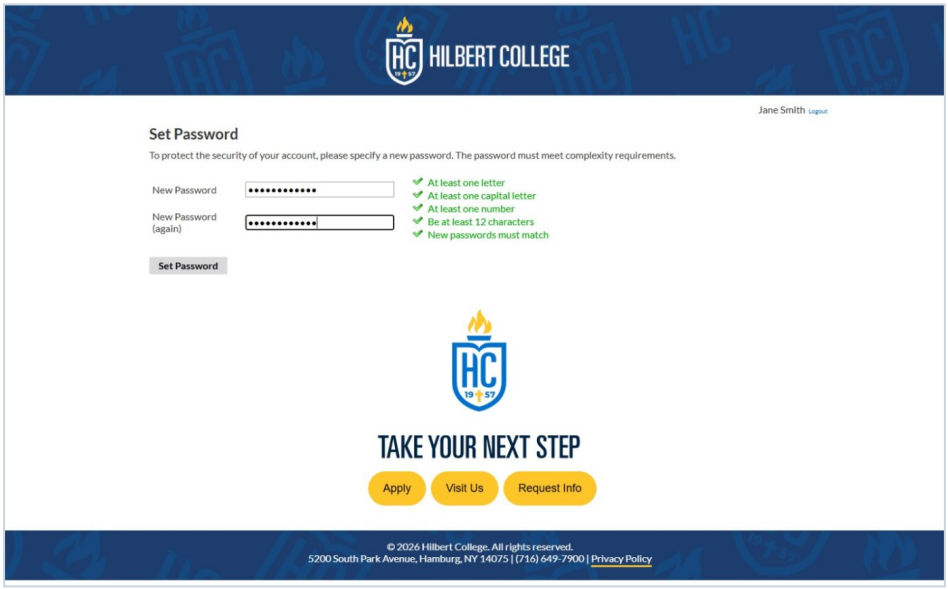
5 Select your date of birth.



6 After entering your Temporary PIN and date of birth, click “Login.”

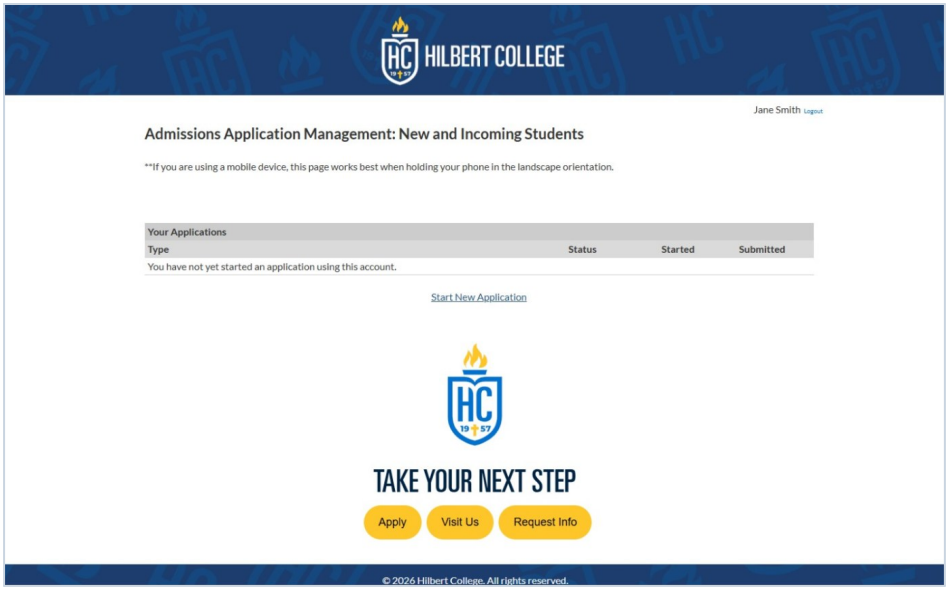


7 Create a new password and enter it again to confirm it. Make sure all password requirements show green check marks, then click “Set Password.”

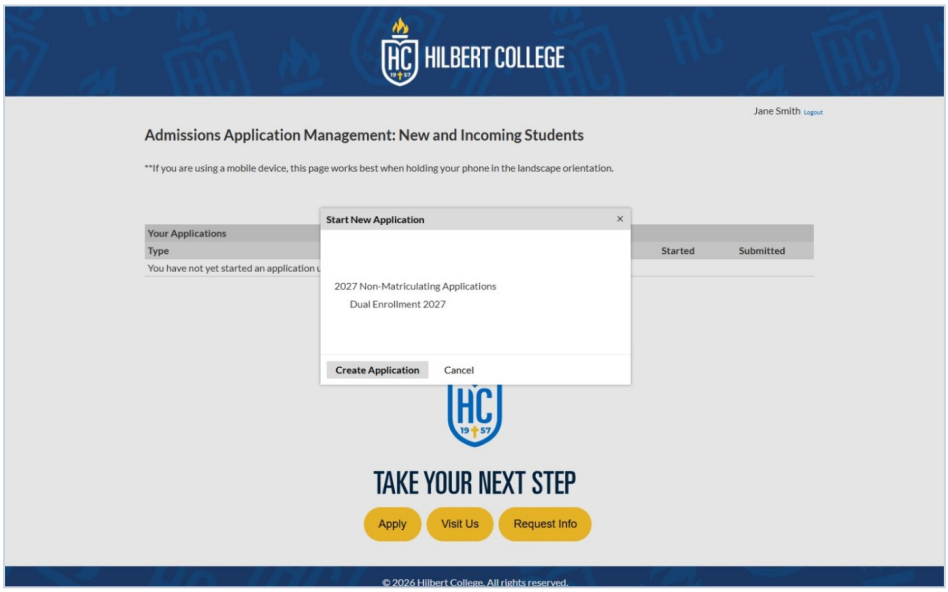


Start your application

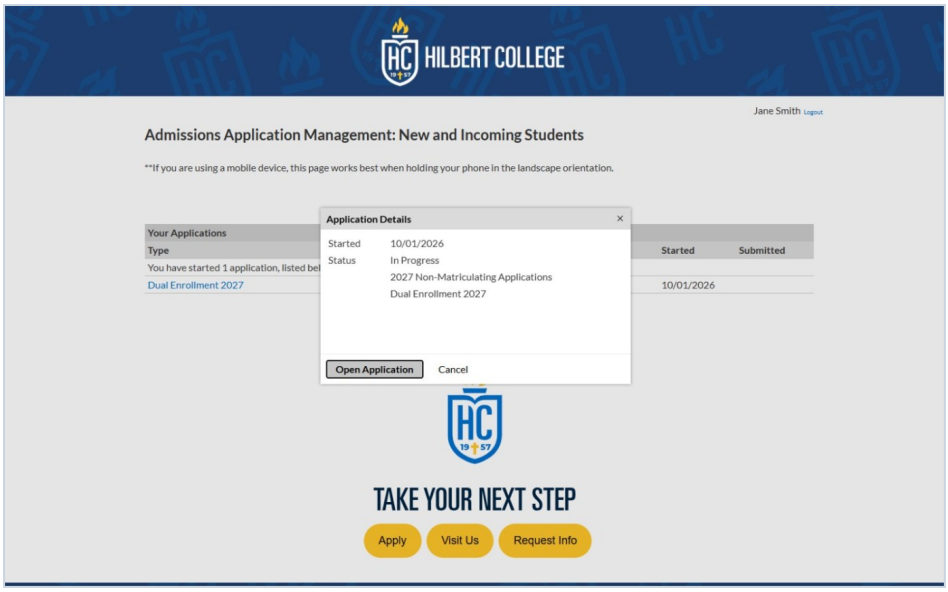
8 Click “Start New Application”



9 Select “Dual Enrollment 2027,” then click “Create Application.”

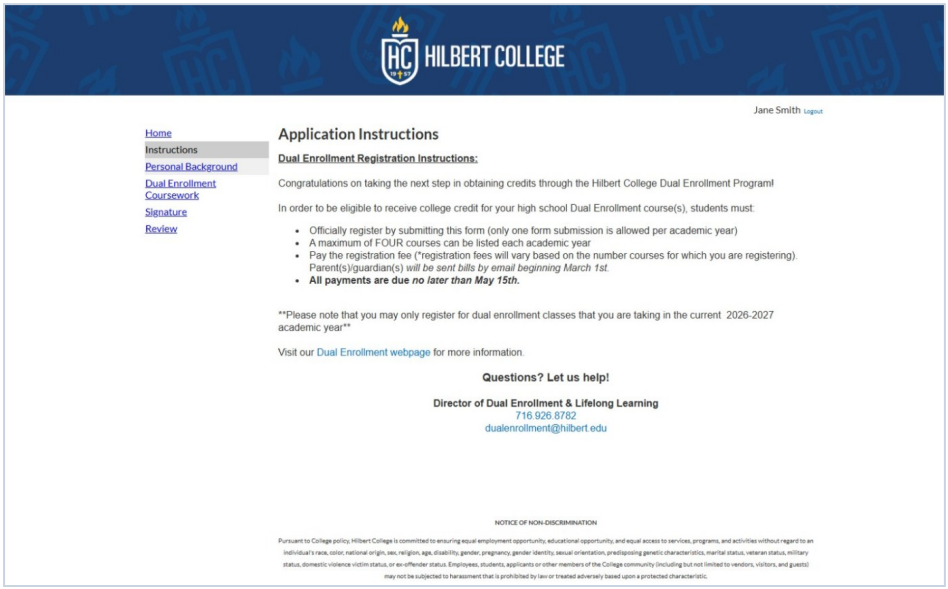


10 Click “Open Application”

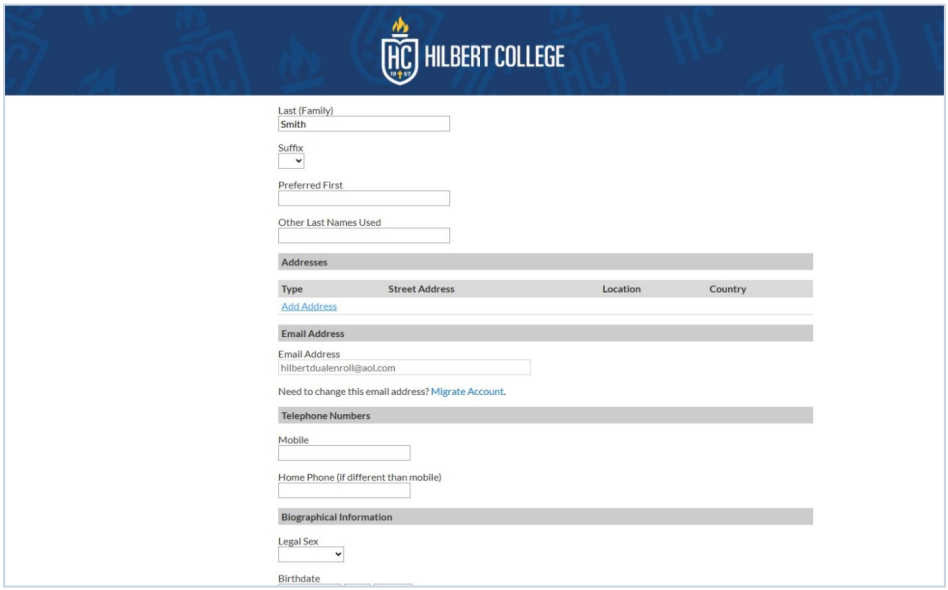


Personal background

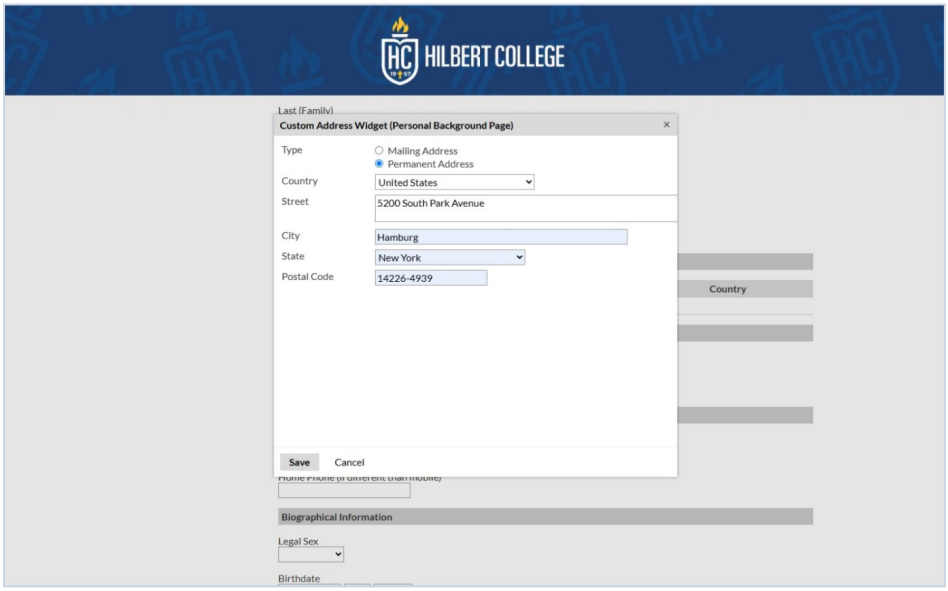
11 Click “Personal Background”



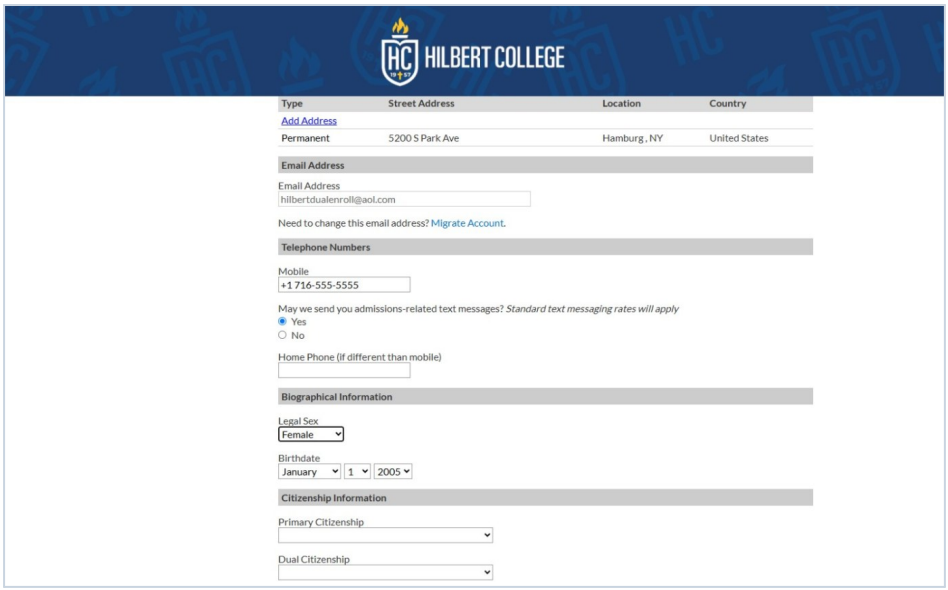
12 Click “Add Address”



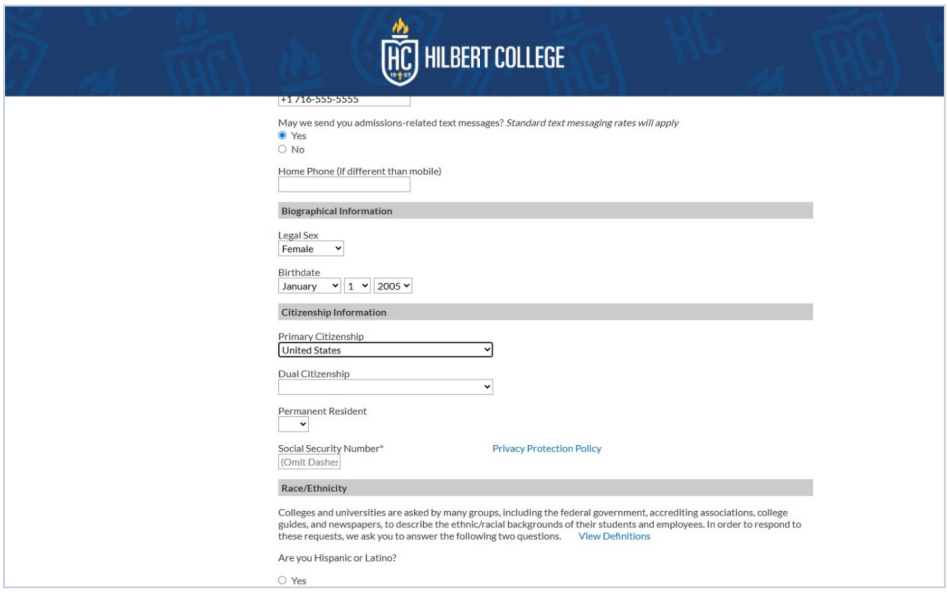
13 Enter your complete mailing address, including street, city, state, ZIP code, and country. Then click “Save.”



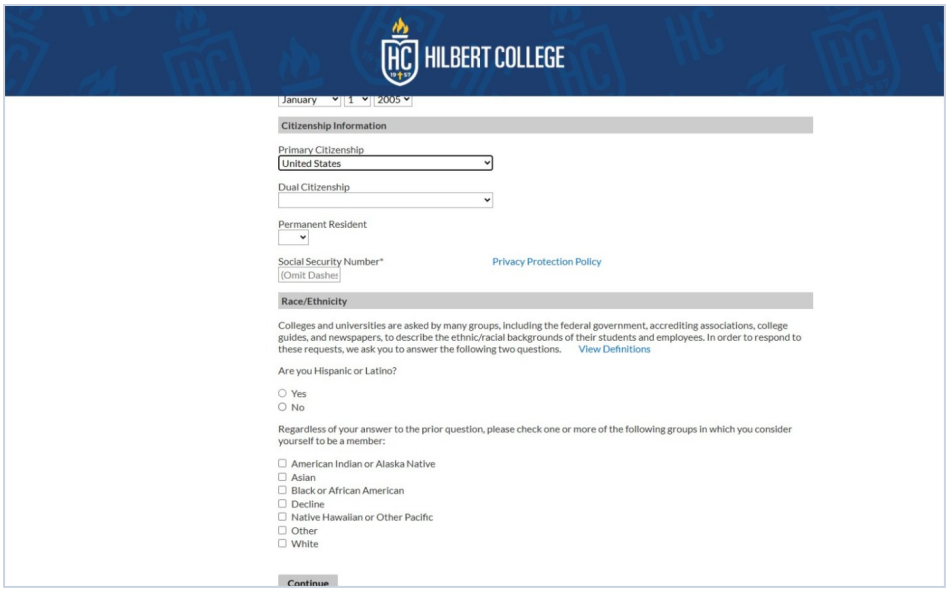
14 Enter your mobile phone number and select your legal sex.



15 Select your country of citizenship.

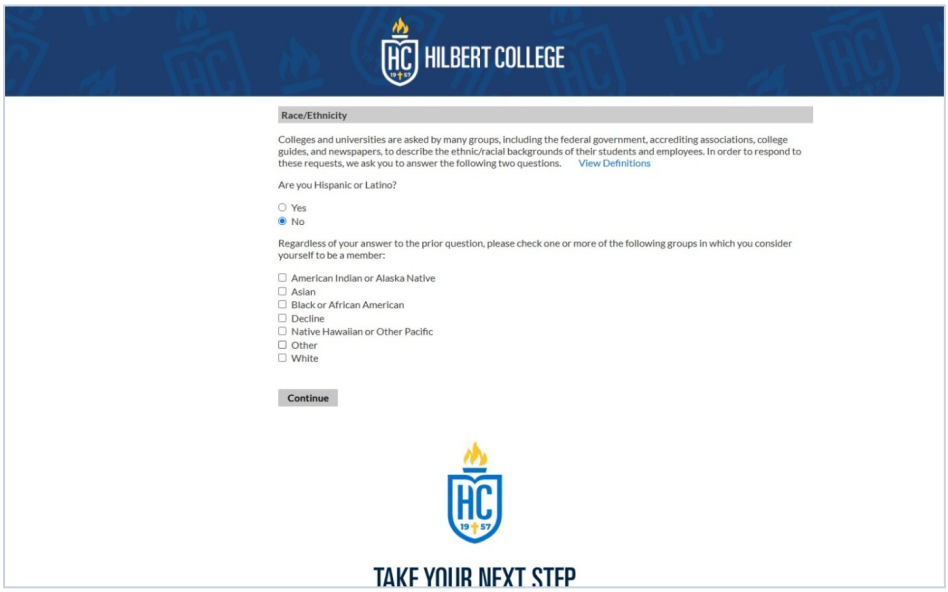


16 Answer the Hispanic/Latino question.

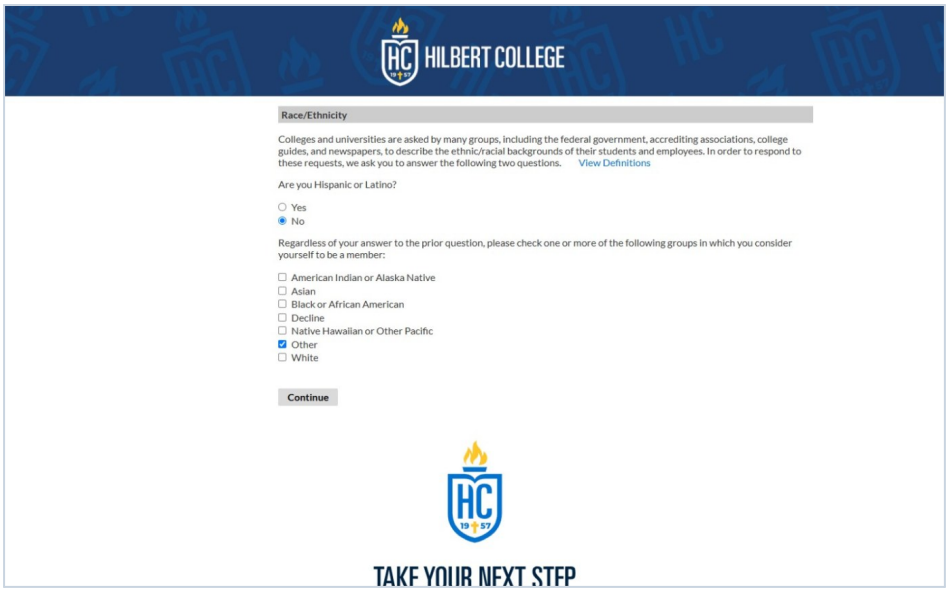


17 Enter your Social Security number. This field is required.

18 Complete the race/ethnicity section using the option that applies to you.

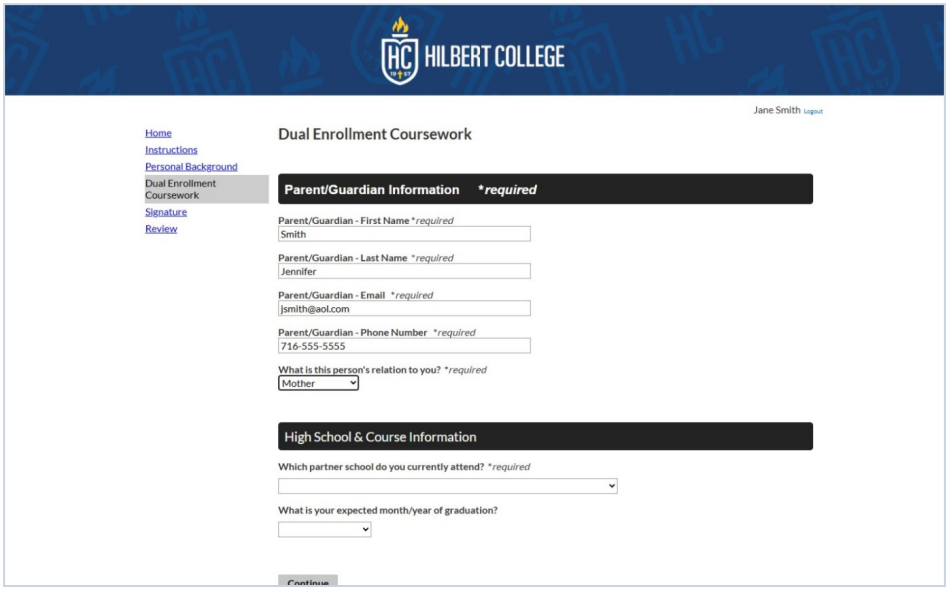


19 Once you have completed all required information, click “Continue.”

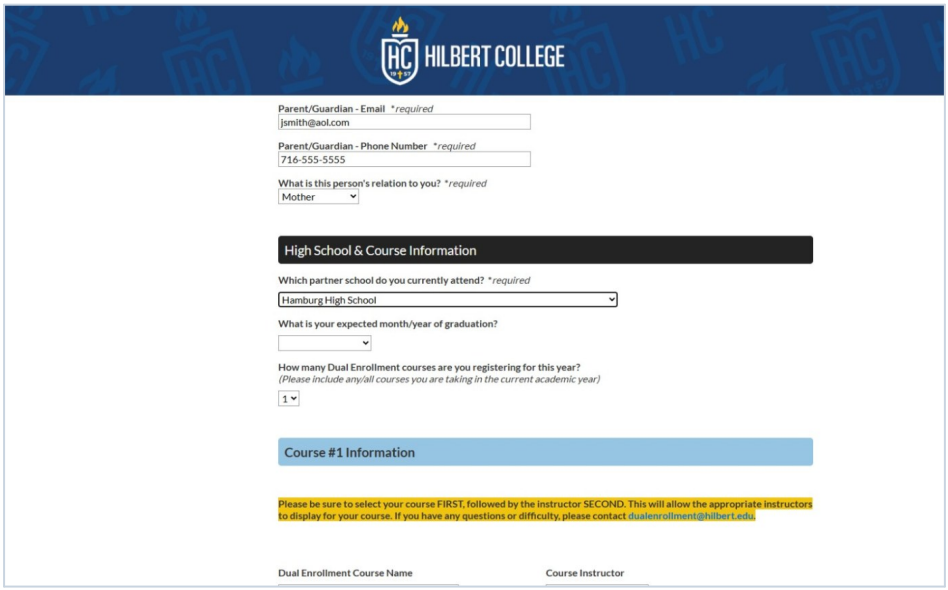


Guardian, school, and courses

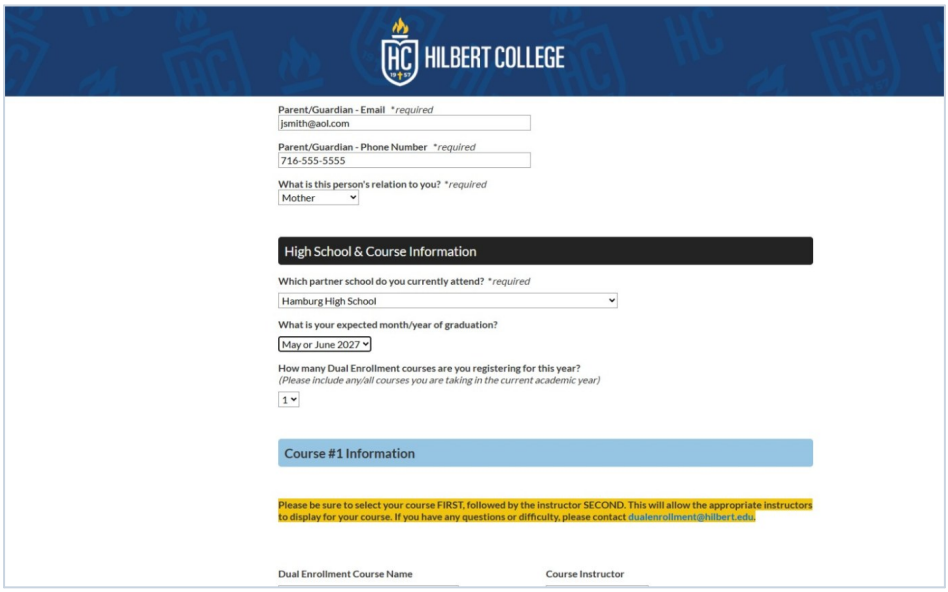
20 Enter your parent or guardian's first name, last name, email address, and phone number. Then select their relationship to you.



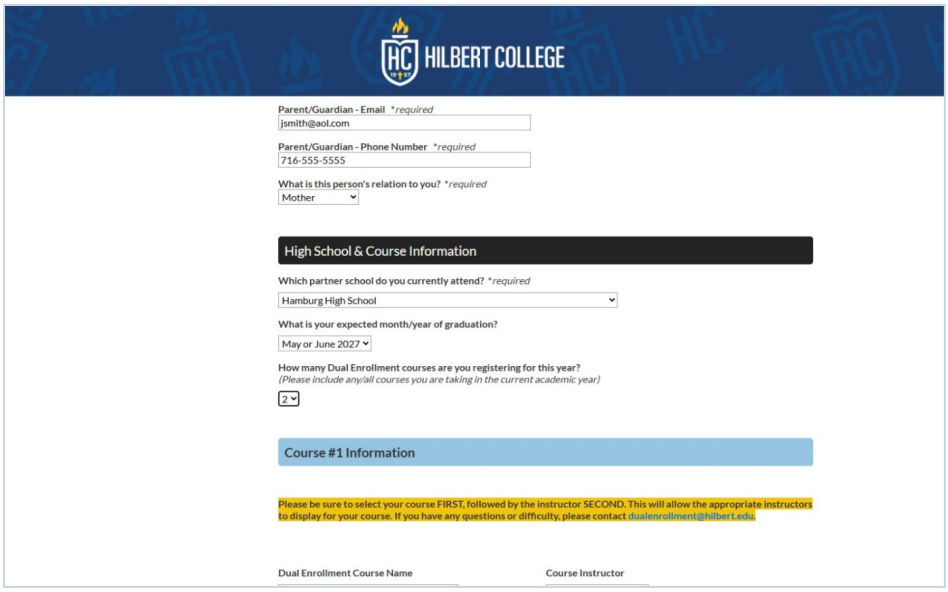
21 Select the high school you currently attend.



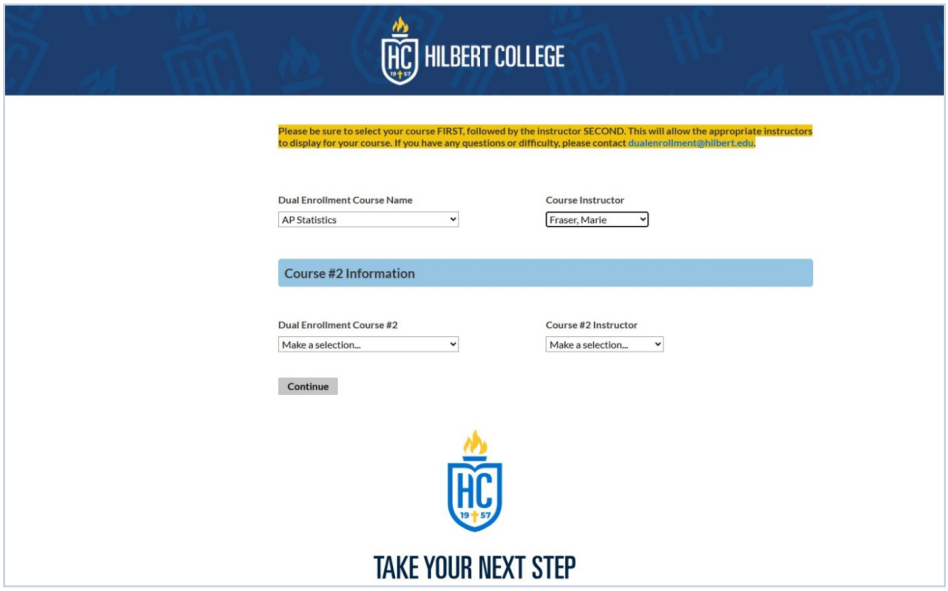
22 Select your expected high school graduation date.



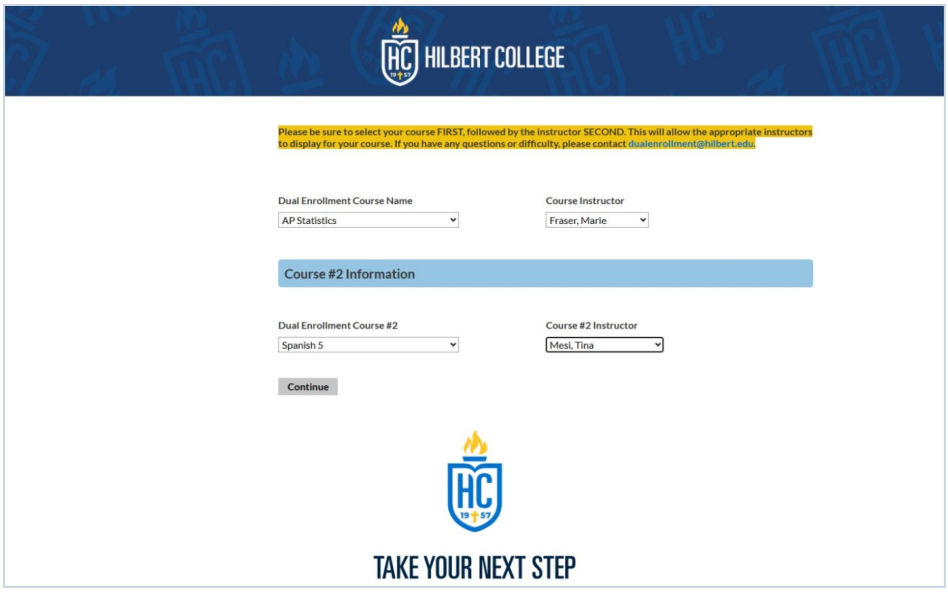
23 Select the number of Dual Enrollment courses you are registering for this academic year.



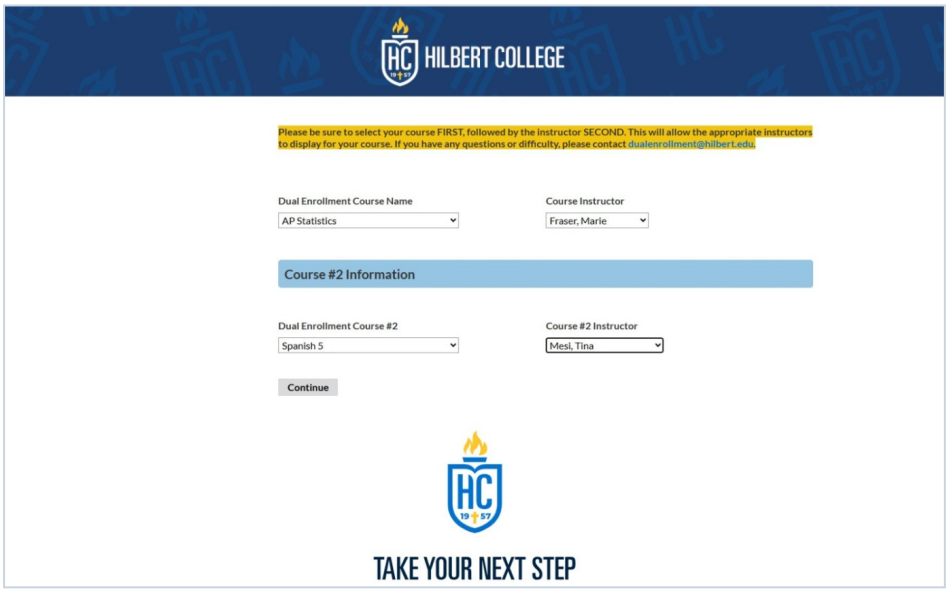
24 For Course #1, select your Dual Enrollment course **FIRST**, then select your instructor **SECOND**.



25 For Course #2, select your Dual Enrollment course **FIRST**, then select your instructor **SECOND**.

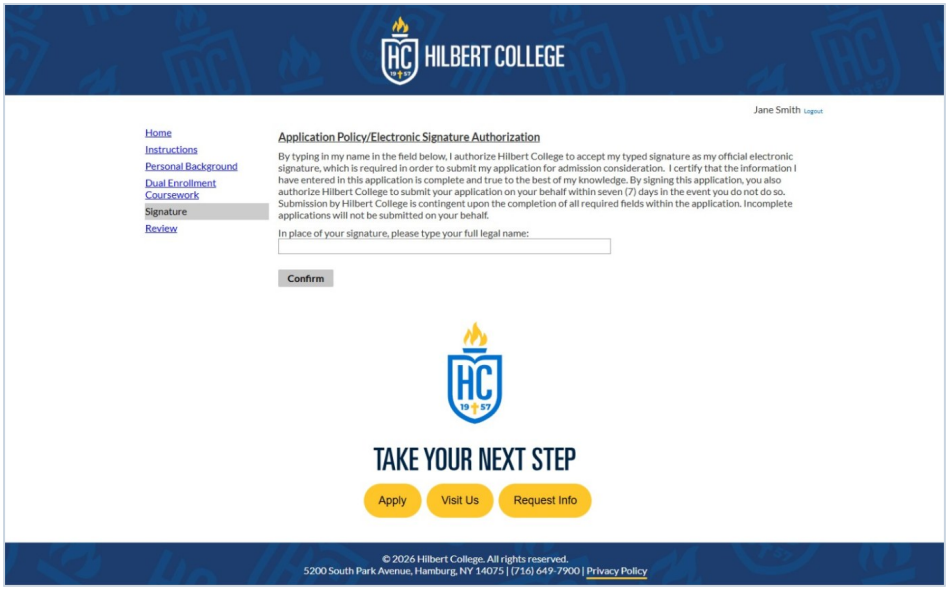


26 After you have selected all of your Dual Enrollment courses and instructors, click “Continue.”

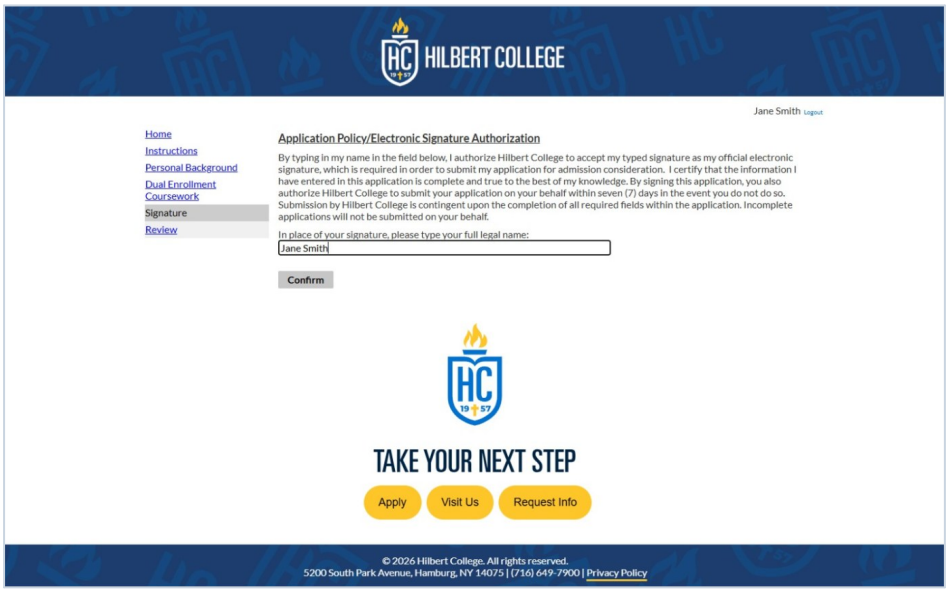


Sign and submit

27 Type your full legal name in the signature field, then click “Confirm.”



28 Click “Review” and make sure all of your information is correct.



29 When everything is correct, click “Submit Application.”

