



Student Steps for Registration:

1. Apply to Concordia University Nebraska to obtain a Concordia Student ID (J#)
 - a. If you have already applied, locate your J# (sent to your email address).
 - b. If you have **not** applied, go here and complete a Dual Credit application cune.elluciancrmrecruit.com/Apply/Account/Create?returnUrl=%2FApply
 - c. Can't find your J#? Email dualcredit@cune.edu.
2. Create a new student account **or** log in at **cune.DualEnroll.com**.
 - a. If you have your J#, then **create** your new *DualEnroll* account. **OR**
 - b. If you already have a *DualEnroll* account, then just **log in**.
3. After entering your Student Information, Terms and Conditions, FERPA Consent, Parent Information, and High School information, then it's time to Select Courses!
4. **Select the course(s)** you wish to take that are offered at your school.
5. Check with your instructor to make sure they have confirmed you have selected the correct course or section.
6. Once the **instructor confirms** you, a link will automatically be sent via email/text to the parent who is responsible for providing consent and payment. The cost for dual credit courses through Concordia is \$90/credit hour. (i.e. a 3-hour course=\$270). Using a credit card, parents will pay for each course individually. There is also a small processing fee.
7. Check with your parents to make sure they have received the request. Please contact dualcredit@cune.edu if you need assistance.
8. Once **consent** is given and **payment** is received, you are registered! Please pay close attention to the registration details and deadlines.
9. Study and learn well. Have fun taking Concordia Dual Credit!

Important Dates:

Fall Registration

Withdrawal deadline (no refund/no grade)

Spring Registration

Withdrawal deadline (no refund/no grade)

AUGUST 13 – SEPTEMBER 15, 2025

NOVEMBER 30, 2025

JANUARY 8 – JANUARY 26, 2026

APRIL 30, 2026