

## Dual Enrollment Information

**What is dual enrollment?** Dual enrollment is when a student enrolls in one or more college courses while still in high school, whether for college credit only or high school and college credit.

**Who is eligible to dual enroll?** Students eligible to dual enroll must be in grades 9-12, must be enrolled in at least one high school class, and must earn qualifying scores (see table). Additionally, students may take courses for which there are no endorsements provided they have taken all sections of the qualifying tests. **There is a 10-course limit during the high school career.**

	Minimum Qualifying Score by Content Area							
Assessment	Math		Reading		Science		English	
EXPLORE	17		15		20		13	
PSAT 8/9	510		460		N/A		N/A	
PLAN	19		17		21		15	
PSAT 10	510		460		N/A		N/A	
PSAT 11	510		460		N/A		N/A	
SAT	530		480		N/A		N/A	
ACT	22		22		23		18	
MME	2100		2100		2100		2100	
COMPASS	52		88		N/A		77	

**What college courses may I take for dual enrollment?** Eligible courses are those not available at HHS. Hobby, craft, recreation, and religion courses are not eligible. Classes cannot be audited.

**How are dual enrollment classes paid for?** HHS will pay the lesser of (a) the actual charge for tuition, mandatory course fees, material fees, and registration fees, or (b) the state proportion of the students' foundation allowance, adjusted to the proportion of the school year you attend the postsecondary institution.\* Eligible costs do not include books, transportation, parking costs or activity fees. You are responsible for paying any additional fees.

College	Tuition (2017-2018)
Finlandia University	\$140 per credit (dual enrollment special) + fees
Gogebic Community College	\$164 per credit + fees
Michigan Technological University	\$558 per credit + fees

*\*In 2017-2018, HHS paid approximately \$550.00 for a student taking 6 classes at the high school and 1 class at the college.*

**How do I get high school credit for my college course(s)?** You must arrange for the college to send your transcript to the high school. When the transcript is received from the college, the course(s) is/are added to your high school transcript. Grades earned via dual enrollment that are counted for high school credit will be included in your high school grade point. **Be aware: Some colleges may not accept dual enrollment credit that has been counted for high school credit.**

**What other issues should I be aware of in considering dual enrollment?**

- Support Services:** Colleges generally have support services available if you are struggling with your class(es). Talk to your professor, or find out if there are tutors or study groups available.

- ❑ **Appropriate Schedule:** You are required to arrange your schedule so that you can complete the high school requirements. College classes that conflict with required high school classes will not be approved. Be aware of over-scheduling. College courses usually carry higher expectations and a greater workload than high school courses. Consider the impact of your schedule on your high school classes and activities.
- ❑ **Transferring a Course:** In order to transfer credits from one postsecondary institution to another, you generally need a grade of C or above. Courses that are counted for high school credit are not accepted for transfer at all postsecondary institutions. If you are transferring to a postsecondary institution within Michigan, check online at [www.michigantransfernet.org](http://www.michigantransfernet.org).
- ❑ **Failing a Course:** If you fail a dual enrollment course, the failing grade will be listed on your college transcript and computed in your college grade point average.
- ❑ **Dropping a course:** You are responsible for dropping a class with the college. Pay attention to drop deadlines. If you drop a class after the drop period, you will forfeit your tuition and be required to pay HHS their portion of the tuition as well. You will also be scheduled into a high school course for the remainder of the semester. A note may be placed on your college transcript indicating that you withdrew or withdrew-failing.
- ❑ **Participation in athletics:** You may not participate in intercollegiate athletics while you are a dual enrolled student. MHSAA guidelines apply for students participating in high school athletics; you need 5 classes that count toward high school.
- ❑ **Attendance:** You must complete weekly attendance reports and turn them in to Mrs. Plowe.
- ❑ **Benefits:** You can enter college with several credits and have greater flexibility with your college schedule later on. You have a chance to experience college while still in high school. You can challenge yourself with courses that are not available at the high school.

### How do I dual enroll? It's as easy as 1, 2, 3!

1. Schedule a meeting with Mrs. Rundman.
2. Once approved, fill out a dual enrollment course request online (<http://gremlinguidance.weebly.com/schedule.html>) Complete all information thoroughly and accurately. If the request is approved, you will receive a letter of approval indicating how much HHS will pay toward your class. **Take this letter to the admissions office to enroll in the class. This is done EACH semester.**
3. Complete the application for the postsecondary institution you wish to attend.  
**Remember to request a transcript and test scores from the Counseling Office.**

College	Schedule Information	Application
Finlandia University	<a href="http://www.finlandia.edu/academic-catalog.html">www.finlandia.edu/academic-catalog.html</a> • Master Course Schedule	<a href="http://www.finlandia.edu">www.finlandia.edu</a> (\$0)
Gogebic Community College	<a href="http://www.gogebic.edu/">www.gogebic.edu/</a> • Course Schedules	<a href="http://www.gogebic.edu">www.gogebic.edu</a> (\$10)
Michigan Technological University	<a href="http://www.mtu.edu/admissions">www.mtu.edu/admissions</a> • Programs>Dual Enrollment>Course Offerings	<a href="http://www.mtu.edu">www.mtu.edu</a> (\$0)

4. You will receive a schedule and a bill from the college. You are responsible for any costs beyond the school portion for the course. Pay the college directly.
5. Buy books and class materials.
6. Attend class as scheduled. **Turn in your weekly attendance report to Mrs. Plowe.**

Updated 2/2018

<http://gremlinguidance.weebly.com/schedule.html>

Dual Enrollment Process