

Hasbrouck Heights High School Dual Enrollment Information Sheet 2022-2023

What is Dual Enrollment?

- A Dual Enrollment course is a class sponsored by a college or university, which provides an opportunity for high school students to earn college credit by taking college-level courses at Hasbrouck Heights High School.
- The courses are taught by high school teachers who meet college-level educational standards.
- Upon completion of the class, students receive credit from the sponsoring college or university and can apply to transfer these credits, if accepted, to whatever college or university they will be attending.
- Students can take a Dual Enrollment course without signing up for college credits.
- College credits will **not** be awarded without registering and payment.
- Students must earn a C or better in the program to receive credit. A grade of "D" or "F" will result in issues during the transfer process to the college or university of their choice. Low grades will not result in the refund of tuition. Grades cannot be removed from a transcript.

What are the benefits of DE?

- Students have the ability to earn college credits while simultaneously fulfilling high school requirements.
- Students will experience an enhanced and challenging level of learning.
- College credits are generally transferable to most NJ colleges/universities (www.njtransfer.org) and many post-secondary institutions out-of-state.
 - For example, BCCC course Bus-170. Does it transfer to Rutgers?
 - *Please note that we cannot guarantee that all colleges and universities will accept the transfer of credits. Please contact the Registrar or Transcript office of the school that you are specifically interested in and ask what their policy is on dual enrollment credits.*
- College courses are offered at a significantly reduced rate of tuition in a substantial financial savings towards college education.
- Students gain an earlier insight into potential careers.
- Dual Enrollment is cost effective.

Hasbrouck Heights High School

Dual Enrollment Information Sheet 2022-2023

Sponsor: Seton Hall University (Project Acceleration)

- Dual Enrollment courses through Seton Hall University are only available to high school Juniors and Seniors.
- If you are participating in Dual Enrollment, please register by filling out [this](#) form.
- The student/parent will receive a payment email 3-5 business days after completing the initial interest form (linked above). The payment through the online portal will be the registration.
 - Please keep an eye on your Spam folder.
- This payment email will have the student's Seton Hall Student ID number along with a link to pay for the credits online. Please pay for the credits ASAP or they will not receive credits from Seton Hall University.
- **IMPORTANT: You will receive a receipt via email after completing the payment. This email receipt needs to be printed and given to your teacher by October 17th, 2022 to confirm you registered for the DE credits.**
- SHU will not be accepting any payments made after November 7th at 11:59 P.M. Any payment made on November 8th will be refunded. If you have not completed your payment for Project Acceleration by then, they will not register you.
- Each credit is \$105, meaning that a three-credit course will cost \$315.
- You must input the correct name of the course, as well as the credit count and code. These are listed below for you.
 - *It is imperative that students are registered for the correct high school/college course equivalency that they are enrolled in.*
- If you do not receive the proper emails within a week, please contact SHU's Project Acceleration department immediately at projectacceleration@shu.edu with your full name, high school, and email address.
- Deadline for Registration: October 17, 2022.
- You can find additional instructions [here](#).

Seton Hall University Courses:

Human Anatomy & Physiology I (Lecture & Lab) (HHHS: Anatomy & Physiology)

- *Teacher:* Ms. Gordon
- *Registration Deadline:* October 17, 2022
- *Cost:* \$420.00
- *Credits:* 4 (Lecture 3 Credits/Lab 1 Credit)
- *Course Code:* BIOL1122-PHU (Lecture) (\$300)
- *Course Code:* BIOL1123-PHU (Lab) (\$100)
- *Year-Long Course*
- ***Please note:*** *The lab and lecture need to be registered for separately, and you do need register for both courses*

Human Structure & Function I (HHHS: AP Biology)

- *Teacher:* Ms. Gordon
- *Registration Deadline:* October 17, 2022
- *Cost:* \$420.00
- *Credits:* 4
- *Course Code:* BIOL1105-PHH
- *Year-Long Course*

Hasbrouck Heights High School

Dual Enrollment Information Sheet 2022-2023

Statistical Concepts and Methods (**HHHS: Statistics Honors**)

- Teacher: Mr. Zukatus
- Registration Deadline: October 17, 2022
- Cost: \$315.00
- Credits: 3
- Course Code: MATH1101-PHH
- Year-Long Course

Calculus I (**HHHS: AP Calculus AB**)

- Teacher: Mr. Cassano
- Registration Deadline: October 17, 2022
- Cost: \$420.00
- Credits: 4
- Course Code: MATH1401-PHH
- Year-Long Course

Calculus I (**HHHS: Calculus**)

- Teacher: Mr. Cassano
- Registration Deadline: October 17, 2022
- Cost: \$420.00
- Credits: 4
- Course Code: MATH1401-PHH
- Year-Long Course

Core English I (**HHHS: ELA 12 Honors**)

- Teacher: Mrs. Caines
- Registration Deadline: October 17, 2022
- Cost: \$315.00
- Credits: 3
- Course Code: ENGL1201-PHH
- Year-Long Course

Great Books of the Western World I (**HHHS: AP Language & Comp**)

- Teacher: Dr. Pope
- Registration Deadline: October 17, 2022
- Cost: \$315.00
- Credits: 3
- Course Code: ENGL2101PHH
- Year-Long Course

Elementary Spanish I (**HHHS: Spanish IV**)

- Teacher: Senora Squillace
- Registration Deadline: October 17, 2022
- Cost: \$315.00
- Credits: 3
- Course Code: SPAN1001-PHH

Hasbrouck Heights High School

Dual Enrollment Information Sheet 2022-2023

- *Year-Long Course*

Intermediate Spanish I (HHHS: AP Spanish)

- *Teacher: Senora Squillace*
- *Registration Deadline: October 17, 2022*
- *Cost: \$315.00*
- *Credits: 3*
- *Course Code: SPAN2001-PHH*
- *Year-Long Course*

Theory of Music I (HHHS: Music Theory Honors)

- *Teacher: Mr. Ascolese*
- *Registration Deadline: October 17, 2022*
- *Cost: \$420.00*
- *Credits: 4*
- *Course Code: MUTH1112-PHH*
- *Year-Long Course*

Transcript Requests:

Seton Hall University

- Seton Hall utilizes an online transcript ordering service offered through National Student Clearinghouse. They do not accept written requests. This system allows for the convenience and efficiency of ordering official transcripts via the internet at any time, 24/7. You can order as many transcripts as needed in one online session using any major credit card at the cost of \$6 per copy.
- To order your transcript, you must proceed to the National Student Clearinghouse website - getmytranscript.org.
 - Type in "Seton Hall University" and continue
 - Click "Order Transcript(s)" after reading the instructions
 - Enter personal information
 - If the system says "your record cannot be located, do you want to edit information?" select "no" and it will allow you to continue.
- Complete request form
- Additional Transcript information can be found [here](#).

Hasbrouck Heights High School

Dual Enrollment Information Sheet 2022-2023

Sponsor: Bergen County Community College

- If you are participating in a DE class through Bergen County Community College, **the registration will begin online starting approximately November 1, 2022 and will conclude on December 16, 2022. If you log on before this date, you will not be able to register.**
- Students must meet the minimum requirements of a 2.75 or higher cumulative g.p.a. and demonstrate the ability to successfully complete the course. GPAs will be verified by Mrs. Calligy.

Registration Instructions:

Step I

- For students new to the BCCC Dual Enrollment program
 - Open any web browser and navigate to bergen.edu/dualenrollment
 - Click on the "Apply to the Dual Enrollment Program" button
 - Complete the application 'Apply to Dual Enrollment' (demographic info) using their personal email address (*not the high school email address*)
 - You will receive a "Ready to Register" email with a link to the registration form
- For students who participated in the BCCC Dual Enrollment program last year
 - Open any web browser and navigate to my.bergen.edu
 - Click on "Forgot Password " to reset your password. (All passwords expire after 90 days of inactivity)
 - Once your password has been reset, go to <https://lf.bergen.edu/forms/reg0006>

Step II - For all students once first page of instructions has been completed

- Log into the registration form using your bergen username and password.
- Complete Section A, B, C, & D. Some fields will be pre-populated.
 - Section A - Personal Information
 - Section B - High School/Course Information
 - Section C - Student Signature
 - Section D - Parent Information
- Click 'Submit & Print' button on Page 2.

Step III

- Once you complete Step II, your parent will receive an email to electronically sign the registration form. Remember - registration will not be processed until the parent e-signs the registration form.
 - If you do not receive the email (make sure you check your spam folder too), you can go to <https://lf.bergen.edu> and click the Upload Signed Form link.
- Once you upload the signed form, Mrs. Calligy will receive a request electronically to approve your registration. Your registration will be processed within 2 business days, after receiving approval from your counselor.
- Once your form is approved by Mrs. Calligy, you will then receive an email and a text msg (if a

Hasbrouck Heights High School

Dual Enrollment Information Sheet 2022-2023

cell phone number was provided) with payment instructions. The email will come from forms@bergen.edu with subject 'Dual Enrollment Form - Approved'. Make sure you check your spam folder too. You can also check your balance and pay your bill by going to <https://my.bergen.edu>

- For assistance with username, password or other technical issues, please contact the BCCC Help Desk at 201-879-7109. For Help Desk hours please go to: <https://bergen.edu/faculty-staff/information-technology/help-desk/>.
 - Please note: passwords can only be reset at the request of the student. Parents/Counselors cannot call and request password resets.
- The 2022-2023 tuition rate per credit hour = \$74.75, plus \$15.50 registration fee per year. Should you register for more than one course, you will only have one registration fee.
 - 3 credit course = \$224.25 + \$15.50 reg. fee = \$239.75
 - **If you qualify for free or reduced lunch, you will only have to pay the yearly registration fee for DE classes taken through BCCC. Please contact Mrs. Calligy for more information, if needed. (This applies to BCCC only).**
 - *Note:* Please keep a copy of payment for your records!
- Deadline for Registration & Payment: **December 16, 2022**

Bergen County Community College Courses:

General Psychology (HHHS: AP Psychology)

- *Teacher:* Mrs. Bernstein
- *Registration Deadline:* December 16, 2022
- *Cost:* \$224.25 for each course + registration fee of \$15.50
- *Credits:* 3
- *Course Code:* Psy-101

Intro to Chemistry (HHHS: Chemistry Honors)

- *Teacher:* Mr. Pignatiello
- *Registration Deadline:* December 16, 2022
- *Cost:* \$299 for each course + registration fee of \$15.50
- *Credits:* 4
- *Course Code:* Chm-100

Transcript Requests:

Bergen County Community College

- As grades from High Schools may be reported to the College by the end of the school year, the best time to request transcripts is after grades are posted on the student's College academics records at the end of the school year.
- If you have completed your Dual Enrollment courses and your grade(s) have been posted please order your transcripts at www.getmytranscript.com.
- If you encounter any issues requesting your transcript please contact the Registration Department (One Stop) in room A129 or email transcripts@bergen.edu.
- Additional Transcript information can be found [here](#).