

Hasbrouck Heights High School

Dual Enrollment Information Sheet 2021-2022

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.

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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 currently participating in Dual Enrollment, please register by filling out [this](#) form.
- You will receive a confirmation email within 24-48 hours with an additional registration form.
- Once received, student will fill out the additional form and return a copy to your classroom teacher.
 - Mrs. Calligy will submit this form to Seton Hall for you, but you must remember to submit the form to your classroom teacher!
- 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.*
- **Submit payment online to Seton Hall!** Student will receive an additional link via email to submit payment after they have filled out the registration through the link above.
 - *Note:* Please keep a copy of payment for your records.
- Courses are \$100 per credit, so a 3-credit course costs \$300.
- Deadline for Registration: October 6, 2021.
- 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 6, 2021
 - *Cost:* \$400.00
 - *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*
- **Core English I (HHHS: ELA 12 Honors)**
 - *Teacher:* Mrs. Caines
 - *Registration Deadline:* October 6, 2021
 - *Cost:* \$300.00
 - *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 6, 2021
 - *Cost:* \$300.00
 - *Credits:* 3
 - *Course Code:* ENGL2101-PHH
 - *Year-Long Course*

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- **Calculus I (HHHS: AP Calculus AB)**
 - *Teacher:* Mr. Cassano
 - *Registration Deadline:* October 6, 2021
 - *Cost:* \$400.00
 - *Credits:* 4
 - *Course Code:* MATH1401-PHH
 - *Year-Long Course*
- **Elementary Spanish I (HHHS: Spanish IV)**
 - *Teacher:* Senora Squillace
 - *Registration Deadline:* October 6, 2021
 - *Cost:* \$300.00
 - *Credits:* 3
 - *Course Code:* SPAN1001-PHH
 - *Year-Long Course*
- **Intermediate Spanish I (HHHS: AP Spanish)**
 - *Teacher:* Senora Squillace
 - *Registration Deadline:* October 6, 2021
 - *Cost:* \$300.00
 - *Credits:* 3
 - *Course Code:* SPAN2001-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

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Sponsor: Bergen County Community College

- If you are currently participating in a DE class through Bergen County Community College, the **registration will begin online starting November 1, 2021 and will conclude on December 1, 2021.**

Registration Instructions:

Step I

- For students new to the BCC 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 BCC 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

- Log into the registration form using your bergen username and password.
- Complete Section A, B & C. Some fields will be pre-populated.
 - Section A - Personal Information
 - Section B - High School/Course Information
 - Section C - Student Signature
- Click ‘Submit & Print’ button on Page 2.
- Print the form and get it signed by a parent.

Step III

- Once you complete Step II you will receive an email from forms@bergen.edu with the subject ‘Dual Enrollment Form - Upload Signed Form’. Click on the link in the email to upload the signed copy of the form.
 - Make sure you upload **ALL** pages of the form or else it will be rejected.
 - 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.
 - Remember - Your registration WILL NOT be processed if you do not upload the signed pages.
- 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.

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- You will then receive an email and a text msg (if a 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 BCC 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 2021-2022 tuition rate per credit hour = \$73.25, plus \$15.25 registration fee per year. Should you register for more than one course, you will only have one registration fee.
 - 3 credit course = \$219.75 + \$15.25 reg. fee = \$235.00
 - If you qualify for free or reduced lunch, you will only have to pay the yearly registration fee for DE classes taken through BCC. Please contact Mrs. Calligy for more information, if needed. (This applies to BCC only).
 - *Note:* Please keep a copy of payment for your records!
- Deadline for Registration & Payment: **December 1, 2021**

Bergen County Community College Courses:

- **20th Century US History Since WWII (HHHS: Modern U.S. History Honors)**
 - *Teacher:* Ms. Cassidy
 - *Registration Deadline:* December 1, 2021
 - *Cost:* \$219.75 for each course + registration fee of \$15.25
 - *Credits:* 3
 - *Course Code:* His-114
- **Intro to Accounting (HHHS: Intro to Accounting)**
 - *Teacher:* Mrs. McCue
 - *Registration Deadline:* December 1, 2021
 - *Cost:* \$219.75 for each course + registration fee of \$15.25
 - *Credits:* 3
 - *Course Code:* ACC-100
- **General Psychology (HHHS: AP Psychology)**
 - *Teacher:* Mrs. Bernstein
 - *Registration Deadline:* December 1, 2021
 - *Cost:* \$219.75 for each course + registration fee of \$15.25
 - *Credits:* 3
 - *Course Code:* Psy-101

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- **Intro to Physics (HHHS: Physics Honors or AP Physics)**
 - *Teacher:* Ms. Bui
 - *Registration Deadline:* December 1, 2021
 - *Cost:* \$293 for each course + registration fee of \$15.25
 - *Credits:* 4
 - *Course Code:* Phy-185
- **Intro to Chemistry (HHHS: Chemistry Honors)**
 - *Teacher:* Mr. Pignatiello
 - *Registration Deadline:* December 1, 2021
 - *Cost:* \$293 for each course + registration fee of \$15.25
 - *Credits:* 4
 - *Course Code:* Chm-100

Transcript Requests:

Bergen 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](#).