

COLLEGE CONNECTIONS

Dual Enrollment @ NCC



Northampton
Community College

DUAL ENROLLMENT GUIDE

The purpose of the Northampton Community College (NCC) Dual Enrollment Program is to promote partnerships with our local school districts and prepare high school students for post-secondary opportunities at NCC and beyond.

What is the Dual Enrollment Program?

The dual enrollment program is a unique opportunity that allows motivated, college-bound high school students the opportunity to enroll in college-level courses at NCC. Students will also have the opportunity to meet other high school and college students, collaborate with faculty, and become familiar with the collegiate environment.

Why consider Dual Enrollment Courses?

- Experience college life through courses, activities, and faculty interaction.
- Students have the opportunity to experience the academic rigor of college-level courses while in high school.
- The program is open to all motivated students, not only high achieving Honors, or AP students.
- Students who participate in Dual Enrollment courses have a head start on their college experience, regardless of their final college choice.
- Students will have an official college transcript on file which can be applied toward an Associate's degree/certificate/diploma at NCC or transferred to another institution.
- Dual Enrollment students receive a reduced tuition rate.
- Successful completion of Dual Enrollment courses can reduce overall college completion time.

What are the Tuition Savings?

Keeping our high school students and their limited finances in mind, NCC offers a reduced rate for students in the Dual Enrollment program (based off your home county). Students in Northampton County are charged \$100/per credit, while those in Monroe County (and elsewhere) are charged \$150/per credit. Students will pay for textbooks as well as any additional *special classroom fees*.

What should students know about taking Dual Enrollment courses?

- There is a cost per credit to take the course(s).
- Their performance in the Dual Enrollment course(s) affects their college GPA at NCC – so if students are unsuccessful in their dual enrollment course(s) their initial GPA will be low. If students do well in their Dual Enrollment course(s) their initial GPA will be high.
- If they take a Dual Enrollment course, it is IMPORTANT to take advantage of the support services to ensure that they are successful.
 - Services include the Library, the Learning Center, online tutoring, study skills assistance, and computer help, just to name a few.
- If the student is no longer able to take the course (timing, transportation, schedule conflicts) he/she must complete an add/drop form, available on the NCC Website. Students should pay attention to the dates on the Academic Calendar to know when this must be complete in order to know if/when this paperwork needs to be complete in order to receive full/partial/no tuition refund and if a grade will be posted to the student's transcript.

How do I pay for courses and what happens if I don't make the payment?

- Once registered for the course(s) students will receive information on their bill and how to make a one-time payment or participate in the NCC payment plan. Students who do not pay their bill by the date specified for that semester will be dropped from the class(es). At that point if a student wants to re-enroll in the class(es) there is a \$50 re-enrollment fee, in addition to making the payment for the class.

What is the criteria for my school district?

Each school district has its own criteria that students must meet for initial eligibility into the program. **Final decision to enroll a student into the program is up to Northampton Community College.** (Individual HS criteria can be found on the next two pages in this document).

- If a student has counselor approval (along with parental approval) but has academic challenges (e.g., low GPA, not college-prep curriculum) we at NCC will require an advising session between College Connections staff (or appropriate Admissions or Advising staff) and HS student to determine if the student is truly ready for college-level work.

Question:

- If a high school student wants to take a NCC course outside of the parameters identified by the high school (e.g., senior with a 2.9 GPA when HS requires 3.0) can this student register for a dual enrollment course if outside of school hours (e.g., online, afternoon/evening or Saturday)?
 - Student would need to complete the entire application process, including the FERPA and Approval Form being signed by his/her School Counselor/Principal.
 - If School Administration approves student taking course, he/she usually provides some additional guidelines on when student can take course directly to CCS staff and/or information is listed in School District Guidelines below.

MONROE COUNTY GUIDELINES

East Stroudsburg North & South

- Juniors & Seniors are eligible to take courses, if approved by the school counselor and/or administration.
- Students cannot replace core curriculum courses with a Dual Enrollment course.
- Dual enrollment courses cannot interfere with completing graduation requirements.
- Dual enrollment courses and grades are not listed on the high school transcript, unless the student requests it.
- Students can take courses online, on-campus, or at the North HS (for those students only).

Pleasant Valley

- Juniors & Seniors are eligible to take courses.
- Juniors must take courses outside school hours.
- If a Senior wants to take a Dual Enrollment course during the hours of their regularly scheduled HS day, their GPA must be 84% or higher and he/she must be meeting his/her 21.5 credit requirements in their current schedule.
- If a student does not meet the above requirements he/she may take courses during non-school hours and/or weekends.

Pocono Mountain East & West

- Juniors & Seniors are eligible to take courses.
- Students must have a GPA of 3.0 or higher.
- Students must have availability in their schedule to take courses during the school day.
- Students must receive approval before registering for online courses during the school year.

Stroudsburg:

- Seniors are eligible to take courses.
- Preferred GPA is 3.0 or higher.
- Students must complete HS courses prior to taking similar courses at NCC.
Example cannot take Dual Enrollment Psychology, if you have not completed AP Psychology in the HS.

NORTHAMPTON COUNTY GUIDELINES

Bangor

- Juniors & Seniors are eligible to take courses.
- College credit is earned at the same time as high school credit, as elective credit.
- Dual enrollment courses are weighted.
- Limited courses are offered on-site during the school day.
- Students are only able to register for Dual Enrollment courses that have been pre-approved by the School Board.

Bethlehem: Freedom & Liberty

- Sophomores, Juniors, & Seniors are eligible to take courses.
- Students must have availability in their schedule to take courses during the school day.
- Students can take courses online, at NCC during or after school hours.

Easton

- Juniors & Seniors are eligible to take courses.
- Students must have a 3.0 GPA or higher.
- Students must complete all required high school core courses at the high school.
- Students must have availability in their schedule to take courses during the school day.
- Students can take courses online, at NCC during or after school hours.

Nazareth

- Juniors & Seniors are eligible to take courses.
- Students must have a 3.0 GPA or higher.
- Juniors may not replace Nazareth core academic courses with NCC courses.
- Seniors may take core academic courses at NCC.
- Dual enrollment courses taken as a Junior count as elective courses.

Northampton

- Juniors & Seniors are eligible to take courses.
- Students must have availability in their schedule to take courses during the school day.

Pen Argyl

- Juniors & Seniors are eligible to take courses.
- Students must have availability in their schedule to take courses during the school day.

Saucon Valley

- Seniors are eligible to take courses.
- Students must have availability in their schedule to take courses during the school day.
- Students cannot take online courses.

Wilson

- Juniors & Seniors are eligible to take courses.
- Students must have a 3.0 GPA or higher.
- Seniors can take courses on NCC campus during, after the school day, or online.
- Juniors can take online courses only.

How will NCC help Dual Enrollment students achieve success?

The NCC staff including College Connections Specialists, Admissions, faculty and staff are committed to answering questions and concerns, and can direct students to numerous supportive services offered at NCC including:

- Free tutoring at the Learning Center with student and professional tutors.
- Career Counseling Office to help navigate future academic and personal goals.
- Access to NCC email, the Internet, computer labs, and printers.
- State-of-the-art collegiate library with numerous resources including extensive hours, online videos, and print and electronic books.

Dual Enrollment students will be provided with a resource pamphlet after registration that includes information from both Academic and Student Affairs including contact information to assist students.

What is expected of Dual Enrollment students?

- Arrive to class on time.
- Attend all courses, and know the class attendance policy.
- Follow the NCC Academic Calendar, not their high school calendar.
- Ask questions pertaining to classwork, attendance, etc. to the NCC instructor, not CCS.
- Use their official NCC email to communicate with NCC faculty and staff.
- Come to class prepared and be ready to learn.
- Take class(es) seriously. This transcript will follow you as you continue your education.
- Be respectful to your professor and fellow students even if you share different viewpoints.

Where are courses held?

NCC has three campus locations: Bethlehem, Monroe-Tannersville, and the Fowler Center on the Southside in Bethlehem, and also offers courses online. Students will be able to see class locations when registering for courses.

Who teaches Dual Enrollment courses?

Dual enrollment courses are taught by full-time and adjunct NCC faculty who are required to hold a Masters degree in the discipline or related field they are teaching in, with college teaching experience preferred. Faculty working with dual enrollment students must also have all federal and state clearances complete (for both online and on-ground courses).

Will Dual Enrollment courses transfer to colleges besides Northampton Community College (NCC)?

Dual Enrollment courses that students take while enrolled at NCC can be applied to a degree program at any community college or State University in Pennsylvania. Guidelines that determine how these courses fit within various majors have been established by the State. Pennsylvania has created a seamless statewide transfer agreement, which requires Pennsylvania's 14 community colleges and the 14 universities in the Pennsylvania State System of Higher Education (PASSHE) to adopt mandatory equivalency standards for creating at least 30 hours of foundation courses that can be easily transferred to any of the participating institutions. For further information and to maximize credits transferring please use the PA-TRAC Website at www.pacollegetransfer.com developed by the PA Department of Education. It is important to remember that grades earned in these courses will become a part of the student's permanent college transcripts. Students should be aware if they decide to attend another institution of higher education, their entire NCC transcript will be visible to those colleges/universities.

What courses can students take as a Dual Enrollment student?

NCC offers hundreds of course offerings every semester, with many of them being an option for Dual Enrollment students. Students will have to meet the prerequisites or requirements (which can be found in the catalog as well as in the “Note” section in the online class selection) in order to enroll in certain courses and/or sections. Your College Connections Specialist, Admissions, or a Navigator/Advisor will assist Dual Enrollment students with course registration.

Dual Enrollment Course Information

The following is a list of the most popular NCC Dual Enrollment courses. Students are encouraged to explore courses in possible future degree programs, if they meet the criteria. Students will be informed that these major specific courses may not transfer to other colleges.

Please note that there are some courses that require a prerequisite, noted below.

Course Code	Course Title	Credits	Pre-requisite
ACCT 101	Financial Accounting 1	3	None
BUSA 152	Business Law I	3	None
CISC 101	Introduction to Computers	3	None
CMTH 102	Speech Communication	3	None
CMTH 110	Introduction to Theatre	3	None
ECON 201	Macroeconomics	3	None
ENGL 101	English I	3	HS GPA 3.0+ or Accuplacer
ENGL 151 L	English II	3	English I
GEOG 101	World Geography	3	None
HIST 103	Ancient & Medieval History	3	None
HIST 113	American History I	3	None
HIST 163	American History II	3	None
MATH 140	College Algebra	3	Algebra 3 w B or higher, Pre-Calc w C or higher, SAT Math 530+
MATH150	Introductory Statistics	3	Algebra 2 w B or higher, Algebra 3 w C or higher, SAT Math 530+
POLS 101	Introduction to Political Science	3	None
POLS 110	American National Government	3	None
POLS 251	State & Local Government	3	None
PSYC 101	Introduction to Psychology	3	English I ready*
SOCA 103	Principles of Sociology	3	English I ready *

*In order to be considered English 1 ready students must have a 3.0 or higher cumulative high school GPA or pass the English placement test.

A prerequisite may include:

- A placement test (Accuplacer)-For English and Math
- SAT/ACT score of 560 or higher on evidence based reading and writing exam or 21 or higher on ACT English exam

Students who are interested in a specific career pathway may want to consider the course options below. For more information on NCC career pathways students can visit <https://northampton.edu/success.htm>.

Industry and Manufacturing	MATH140- College Algebra CISC101- Introduction to Computers ENGL101- English 1 CMTH102- Introduction to Communication
Education	ENGL101- English 1 CMTH102- Introduction to Communication ENGL151L -English 2 (Literature) MATH 118- Foundations of Math 1
Computer and Information Technology	ENGL101- English 1 CISC115- Computer Science 1 CISC100- Computer Technology 1 CMTH102- Introduction to Communication CISC105- Microcomputer Operating Systems
Business and Professional Studies	ACCT101-Financial Accounting CMTH102-Introduction to Communication ENGL101-English 1 CISC101 -Intro Computers MATH140-College Algebra ENGL151-English ECON201-Macroeconomics BUSA131-Principles of Marketing BUSA205-Management Fundamentals BUSA152- Business Law I
Health Sciences and Social Services	BIOS 204- Human Anatomy and Physiology CMTH102- Introduction to Communication CHEM135- Chemistry of Life ENGL101- English 1 PSYC103- Intro to Psychology MATH 150- Introductory Statistics ENGL151L- English 2 Literature SOCA103- Principles of Sociology
Public Safety	CISC101- Introduction to Computers ENGL101- English 1 CMTH102- Introduction to Communication SOCA103- Principles of Sociology ENGL151R- English 2 (Report Writing)
Science, Engineering, Math	CMTH102- Introduction to Communication ENGL101- English 1 CHEM120- General Chemistry 1 MATH180- Calculus 1 CISC115- Computer Science 1
Arts, Humanities and Social Sciences	ENGL101- English 1 ENGL151L- English 2 (Literature) CMTH102- Introduction to Communication PSYC103- Introduction to Psychology MATH150- Introductory Statistics

What is the application process?

Applications as well as the process can be found online at www.northampton.edu/collegeconnections.

- Speak with their School Guidance Counselor to see if they qualify for Dual Enrollment courses at NCC.
- Complete the FREE [online Dual Enrollment application](#).
- When students submit the application there will be a confirmation page with a link that will direct them to the [FERPA and Approval Form \(PDF\)](#). All required parties (including parent and school counselor/principal) must sign and return this paperwork to the address listed or dualenrollment@northampton.edu ASAP.
- Request a high school transcript (per their high school's instructions) as part of the review process, and have it sent to transcripts@northampton.edu.

Are there any scholarships or financial aid for Dual Enrollment courses?

There are a limited number of Dual Enrollment Scholarships each year. Scholarship applications (a writeable PDF) can be found online at www.northampton.edu/collegeconnections. The College Connections Specialists will give preference to students who are on free/reduce lunch as well as first generation college students.