



DUAL CREDIT/DUAL ENROLLMENT HIGH SCHOOL STUDENT REGISTRATION

**FALL 25
SCHS**

East Campus
26230 Black Hawk Rd
Galva, IL 61434
309-854-1700

Completed Registration Form due to H.S. Counselor ASAP (SEATS MAY BE LIMITED)
Tuition Due: SEPTEMBER 17, 2025

Name: _____ BHC ID#: _____

Billing Address: _____
House/Apt. Number Street City State Zip Code

Parent/Guardian Phone Number: _____ Student E-mail: _____

Student Phone Number: _____ Birth Date: _____ - _____ - _____ Grade Level: _____

Will you be 16yrs old or older on the 1st day of class? Yes No High School: **STARK COUNTY HIGH SCHOOL**

✓ Class Choices	Course Prefix and # (EX: ENG 101)	CRN (5 digits)	Sect # (3 digits)	Cr Hrs.	H.S. Credit? Yes/No	Courses w/ Prereq: Counselor Enter Test & Score	Billing: Student or HS Please circle who is paying. <small>\$174 x Cr Hr = BHC Tuition \$30 x Cr Hr = Dual Fee</small>	Instructor	Days	Time
	HORT 284			3	YES	-	SCHS or Student \$90	T. WILKINSON	MTWRF	
	ART 100	80480	002	3	YES	-	SCHS or Student \$522 + \$5 fee	BHC - TBD	Online	
	ART 285	80197	600	3	YES	-	SCHS or Student \$522	BHC - TBD	Online	
	AUTO 100	80083	600	3	YES	-	SCHS or Student \$522 + \$60 Lab Fee	BHC - G. WERKHEISER	MWF Hybrid	8:00 9:00
	BIO 100	80333	600	4	YES	-	SCHS or Student \$696 + \$35 lab fee	BHC - K. RUSHING- ANDERSON	MWF R	9:00 9:50 8:00 9:50
	*ENG 101			3	YES	*ACT 19 or ACCU REA 255/WR 5	SCHS or Student \$522	BHC - TBD	Online	
	*MATH 108	80417	006	3	YES	*ACT 22 or ALEKS 46	SCHS or Student \$522	BHC - A. MANSHEIM	Online	
	MUSC 154			3	YES		SCHS or Student \$90	J. HAGAMAN	Online	
	*PSYC 101			3	YES	*ACT 19 or ACCU REA 255	SCHS or Student \$522	BHC - TBD	Online	
	*SOC 101			3	YES	*ACT 19 or ACCU REA 255	SCHS or Student \$522	BHC - TBD	Online	
	SPEC 101			3	YES	-	SCHS or Student \$522	BHC - K. JOHNSON	Online	
	VT 100	80417	006	2	YES	-	SCHS or Student \$348 + \$150 lab fee	BHC - L. MICHEL	Online	

Parent/Guardian Consent to Participate in Dual Credit/Dual Enrollment Program

Please initial or check to acknowledge that you have read and understand the following:

- _____ Students will abide by Black Hawk College's Policies & Procedures as outlined in the Student Handbook & Dual Credit/Dual Enrollment Handbook, found at www.bhc.edu.
- _____ To withdraw from a class, all students must meet with their counselor to complete a Drop/Add Form.
- _____ Failure to officially withdraw from BHC may result in an "F" on the student's permanent college transcript.
- _____ **Withdrawal during 1st week = 100% refund, 2nd week = 50% refund, after 10th day no refund.**
- _____ All courses remain on the student's permanent college transcript including grades and/or withdrawals.
- _____ It is the student's responsibility to check his/her class schedule in myBlackHawk to be sure he/she is registered for the desired BHC classes.
- _____ **Parent/Guardian agrees to pay all tuition and fee balances that apply to the courses by the payment due dates. In addition, the parent/guardian agrees to pay any late payment and collection fees if necessary.**
- _____ College Courses may contain sensitive subject matter that is not typically found in high school curricula.

Parent/Guardian Signature: _____ Date _____

Student Signature: _____ Date _____

School Official's Signature: _____ Date _____

DC:	⇨ES:	⇨AR:	⇨SYADUAL:	⇨SGASADD:
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Parent/Guardian: Please Read & Keep This Page!

BLACK HAWK COLLEGE DUAL CREDIT/DUAL ENROLLMENT PROGRAM INFORMATION

The Black Hawk College Dual Credit/Dual Enrollment program enables eligible students who have not yet completed high school to seek an expanded educational challenge. The student enrolls in college classes for the purpose of earning both college and high school credit (Dual Credit), or just college credit (Dual Enrollment).

ELIGIBILITY

- A. For academic classes that transfer to four-year universities: This opportunity is available to students who demonstrate strong academic ability based on performance either inside or outside of the classroom. E.g., GPA, test scores, extracurricular activities.
- B. For vocational classes that are part of career certificate or degree programs: This opportunity is available to students who demonstrate strong interest and readiness for vocational-level coursework.
- C. Dual credit/enrollment opportunities are typically limited to high school students in their junior or senior year. Exceptions are available for gifted/accelerated students. Contact your Black Hawk College Dual Credit/Dual Enrollment Coordinator for information.
- D. All course prerequisites as identified in the Black Hawk College Catalog or Schedule of Classes must be satisfied prior to enrollment.
- E. Students must obtain recommendation and approval to enroll from their high school counselor or principal.
- F.

ADMISSIONS & REGISTRATION PROCEDURES

1. Student and school counselor meet to determine his/her readiness for college-level classes.
2. Student completes the Dual Enrollment Application for Admission to Black Hawk College @ www.bhc.edu/application.
3. Student may take the Accuplacer, ALEKS OR use qualifying ACT/SAT scores for placement in English, Reading, and Mathematics classes. Call the East Campus Advising Center at 309.854.1709 for testing schedules, to make an appointment to test, or to receive qualifying ACT/SAT score information. Go to Accuplacer.org for information on what to study prior to taking the Accuplacer Next Gen placement test.
4. Student completes the High School Registration Form and returns it to the high school counselor. Registration forms for students under the age of 18 will require a parent/guardian signature in order to be processed. Dual students are prevented from registering for classes using the online registration system.
5. The High School Counselor will send completed Dual Credit Registration Forms to the Coordinator of Dual Credit / Enrollment, Black Hawk College East Campus, 26230 Black Hawk Road, Galva, IL 61434.
6. Student or his/her parent/guardian pays tuition and/or fees if required. Talk to the High School Counselor about billing structure. Account information can be located by logging in to myBHC. Click on the "My Student Billing" tab.
7. Student purchases required textbooks at the BHC Bookstore OR acquires them through his/her high school. *Books and materials for online classes need to be purchased from the campus where the instructor is based. (If unsure, contact your Counselor or Dual Credit Coordinator.)
8. **Home School Students:** Follow same procedure as above except parent completes form as school official.

WITHDRAWAL FROM A COURSE:

Students receiving dual credit must check with their high school counselor prior to withdrawal from a dual credit class. The BHC withdrawal policy applies to the student's permanent college transcript and refund of tuition if applicable. Please refer to www.bhc.edu/refund or the current published Schedule of College Credit Classes for refund information.

If a student withdraws from a class after the 100% refund period (first week of the term) a 'W' grade will appear on his/her permanent college transcript. The 'W' means withdrawal and does not affect the student's GPA; **however, it may impact future financial aid eligibility.**

If a student does not officially withdraw from a course by filing the Add/Drop Form with BHC, he/she may receive an 'F' in the class.

ALL COURSES for which the student is enrolled on the first day of the term REMAIN ON THE STUDENT'S PERMANENT COLLEGE TRANSCRIPT. FINAL GRADES and/or WITHDRAWALS are also included on the student's transcript.

COST OF COURSES

For classes taught by Black Hawk College Faculty, full tuition and fees are charged at the Black Hawk College Dual rate (\$164 credit hour). Refer to www.bhc.edu or the published class schedule for current rates. Students will be charged \$30 per credit hour for classes taught on the high school campus by qualified high school district **teachers**.

Dual Credit/Dual Enrollment questions may be directed to:
Chris Adell, East Campus Dual Credit/Enrollment Coordinator
Black Hawk College East Campus, 26230 Black Hawk Road, Galva, IL 61434
Phone (309) 854-1712
adellc@bhc.edu