



# Dual Enrollment Handbook



THE UNIVERSITY *of*  
NEW ORLEANS

## What are the benefits of Dual Enrollment?

Dual Enrollment courses are college courses for which students earn both HS and college credit. Dual Enrollment introduces students to college-level courses while still in high school, which could result in helping students better prepare for college and potentially decrease their time to college graduation. Participating in Dual Enrollment allows students to experience what college-level coursework is like and may pique their interest in attending college.

## Is Dual Enrollment right for me?

Because Dual Enrollment courses are college courses, students must be able to handle college-level reading/writing and mathematics concepts: students must be college ready, focused, and seriously engaged in the course. **Enrollment in a Dual Enrollment course marks the beginning of a student's permanent college transcript**, which could impact admission and scholarship eligibility at any college or university to which the student applies: regardless of the grades earned, each and every DE enrollment semester must be acknowledged and listed on any college/university application for admission after high school.

*Participating in a Dual Enrollment class is an important decision and should involve a conversation between students, parents/guardians, and the high school counselor.*

## What is the difference between school-based and campus-based Dual Enrollment?

A school-based Dual Enrollment class is offered at the high school and taught by either a college faculty member traveling to the school, or a high school teacher delivering the college course. In a campus-based Dual Enrollment class, the high school student travels to the college campus to participate in a regular college course with college students. Regardless of whether the course is school-based or campus-based, the course content must be at the collegiate level. The course may be offered in a variety of formats (face-to-face, hybrid, or online).

## What's the difference between Dual Enrollment and Advanced Placement?

A Dual Enrollment class is a college course taught by a qualified, college-level faculty member or a trained high school teacher. Regardless of whether the course is taught by a college faculty member or a high school teacher, all Dual Enrollment instructors must meet the minimum standards as defined by the college/university and [SACSCOC](#). Upon successful completion of the Dual Enrollment course, the student will have both the college credit on the permanent college transcript, and the high school credit on the high school transcript.

Advanced Placement classes are comprehensive high school courses that give students the chance to tackle college level work while they're still in high school and earn college credit and placement, but without automatically impacting the permanent college record. College credit is awarded only if the student scores 3 or higher on the national AP exam and submits the score report when later enrolling in college. Check out The College Board (<https://apstudent.collegeboard.org>) for more information about AP courses and exams.

# Admissions Requirements

Students wishing to initiate or continue their participation in Dual Enrollment for the 2021-22 and 2022-23 academic years may be eligible to enroll in academic courses on the Master Articulation Matrix if they meet the following criteria (see also [Louisiana Board of Regents Interim Policy for Dual Enrollment](#)):

**A minimum 2.5 cumulative high school GPA, as determined by the high school and subject-specific demonstration of readiness in Mathematics (for mathematics and science courses) or English (for English, foreign language, history, social science, humanities, or arts survey courses) through either A or B below:**

## A. Subject-specific minimum scores on any assessment listed in [Academic Affairs Policy 2.22](#)

	ENGLISH	MATHEMATICS
ACCUPLACER	86 Sentence Structure	65 Elem. Alg. 40 Col-Level Math*
ACCUPLACENG	250 Writing	250 QRAS
ASPIRE	433	431
MAP	245	265
Pre-ACT	18	19
Pre-SAT	25 WL	500
EOC	740 English II	760 Algebra I 750 Geometry
LEAP 2025	Mastery or above English II	Geometry: Mastery or above (for enrollment in non-algebraic Gen. Ed Math) Geometry: Mastery or above and completion of Algebra II w/C or better for enrollment in College Algebra
ACT	18	19
SAT	500 ERW	510 Math
ALEKS PPL	n/a	35*

*\*For College Algebra:  $\geq 70$  Accuplacer College-Level Math;  $\geq 263$  Accuplacer NG (QRAS),  $\geq 250$  (AAF) or  $\geq 41$  ALEKS PPL are recommended.*

## OR

## B. Counselor recommendation based on overall student performance and grade trends in the subject.

**High school must supply the following documentation:**

1. Counselor recommendation on high school letterhead
2. Copy of HS transcript
3. Any available scores (Accuplacer, Aspire, MAP, Pre-ACT, Pre-SAT, EOC, LEAP 2025, ACT, SAT, ALEKS PPL)

**The following criteria must also be met:**

1. The student is at least a junior in high school
2. The student is admitted to UNO as a Dual Enrollment student prior to the posted deadline
3. The high school provides proof that all published prerequisites are met
4. Students must maintain a 2.50 High School GPA and a 2.00 UNO GPA in order to enroll in subsequent Dual Enrollment courses

# How Many Credit Hours Can I Take?

Dual Enrollment allows you to take up to 10 credit hours in both the fall and spring semester

Credit limits:

1. Students are eligible to enroll in up to a maximum of fifteen (15) credit hours per academic year
2. Students cannot earn more than thirty (30) credit hours as a UNO Dual Enrollment student.

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## Costs

**There is no application fee, but the per-course fee for Dual Enrollment at UNO is \$150.** This fee is non-refundable if you withdraw from the course. How students pay for Dual Enrollment courses depends on the school, so check with your high school counselor about the way your school handles payment. If you are a student at a participating Louisiana public high school, ask your high school counselor about the Supplemental Course Academy, as you may be eligible to register for Dual Enrollment courses at no cost.

**Additional Fees:** if taking courses on the UNO campus, students may also be responsible for specific course laboratory fees and a parking decal (\$100 per year).

**Textbook and course materials:** Dual Enrollment students are required to use the same textbooks, course materials and supplies as other University students in the same course. Students should check with their respective schools to find out if their schools are able to supply the necessary textbooks.

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## Transferring Credits

Each college or university sets their own policies around the acceptance of Dual Enrollment credits. It is the student's responsibility to determine how the college or university accepts Dual Enrollment credits.

**5 critical questions for colleges:**

1. Does your college or university accept dual enrollment credit?
2. If yes, how do you accept dual enrollment credit from UNO (e.g., course number and name)
3. If no, what about Advanced Placement exam policies
4. Will I be considered a freshman regardless of the number of credits I bring in from Dual Enrollment, AP, or other means?
5. Will the credits I bring to college count against the length and amount of scholarship I might receive?

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## Steps to Apply for Dual Enrollment

1. Go to [admissions.uno.edu](https://admissions.uno.edu)
2. Apply as a **Freshman**
3. Click on **Dual Enrollment**
4. Complete **online application**
5. Submit **official high school transcript**
6. Submit **official electronic ACT scores** (UNO code = 1591)