

Dual Enrollment

101

at Helena College



What is Dual Enrollment?

The bottom of the page features a decorative graphic consisting of several overlapping, wavy bands. From top to bottom, the colors are dark blue, orange, light blue, and dark blue again. The waves flow from left to right across the bottom of the slide.

What is dual enrollment?



Dual enrollment classes are college classes taken by high school students for college credit

What Types of Classes are Dual Enrollment?





Dual Enrollment

Dual Credit

Early College





Dual Credit

**Classes offered for both
high school and college
credit.**

**Most commonly delivered
at the high school**

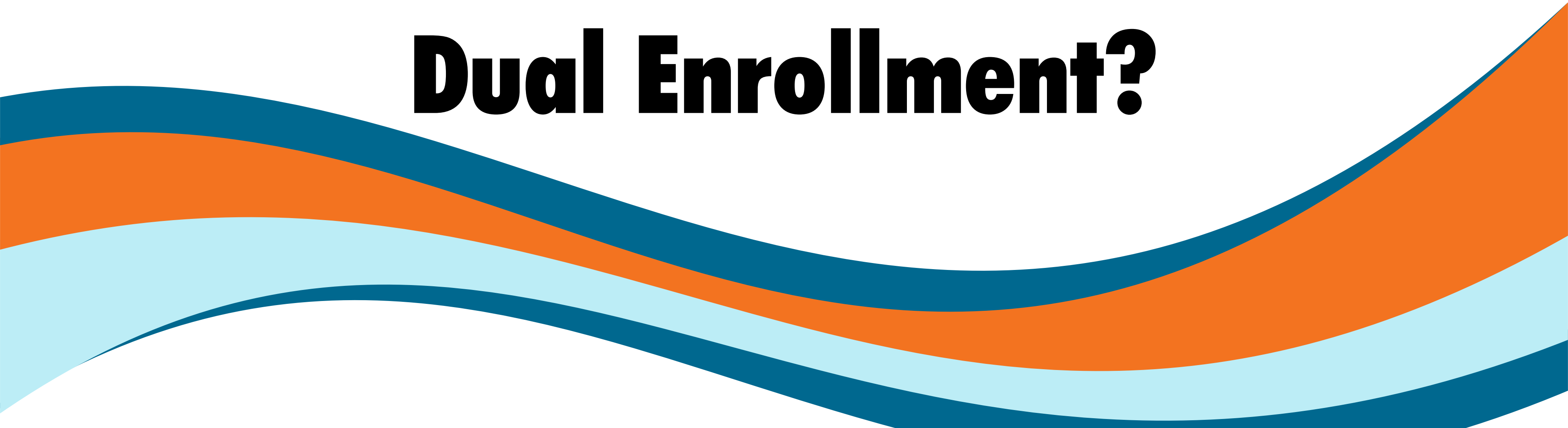
Early College
Classes taken at the college
(or online through the college)
for college credit only



What Types of Classes are

NOT

Dual Enrollment?





IB Classes (International Baccalaureate)



AP Classes (Advanced Placement)



Home School Curriculum

How Does My Student Qualify for Dual Enrollment?





Montana students who are 16-years old OR a junior



Students must have successfully completed the required classes at their grade level and be on track for high school graduation within four years



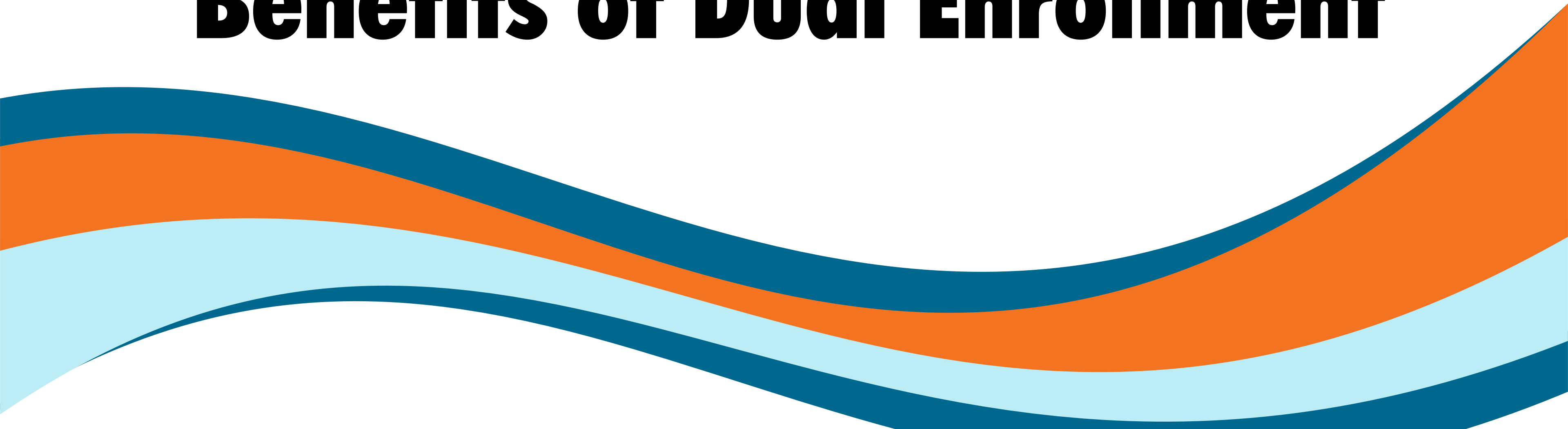
Students must qualify for the class they are electing to take



Students no longer qualify for dual enrollment once they graduate



Benefits of Dual Enrollment



Save time

Taking college credit in high school allows you to explore options, get a jump start on earning credit, and start making progress towards a degree.

Save money

- 1,2 Free!
- Fees waived
- Scholarship waiver

Ease into college

- Gain first-hand experience of what college classes are like
- Start to explore what makes a college environment different
- Learn the “lingo” and what resources are available to you

One, Two, Free!



MONTANA
UNIVERSITY SYSTEM

<https://www.mus.edu/dualenroll/>

Dual Enrollment

**ONE
TWO**

FREE.

ONE SYSTEM.
TWO COURSES.
**FREE ACCESS TO
HIGHER EDUCATION.**

**EARN COLLEGE CREDIT
IN HIGH SCHOOL.**

FREE.



LEARN.

GROW.

EASE INTO COLLEGE.

What is One, Two, Free?

**One, Two, Free is a scholarship available to dual enrollment students in Montana.
This scholarship allows students to take 6 college credits for free!**

Tuition Comparison



College

Credit Hours

Tuition Cost

Helena College
(1,2, Free)

6

\$0.00

Helena College
(Dual Enrollment after 1,2, Free)

3

\$181.47

Average Montana University*

3

\$766.43

*an average of the University of Montana and Montana State University tuition for 2024-2025

Responsibilities & Risks



Welcome to the
Library Learning Hub

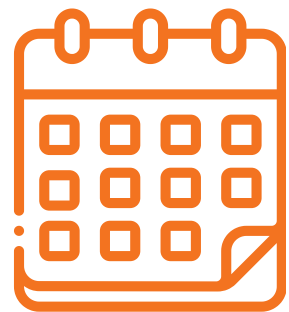
**Dual enrollment students
are college students
with
college responsibilities**



In college, the student is responsible (not the parent)



Paperwork, registration



Deadlines



Bill pay, questions



FERPA

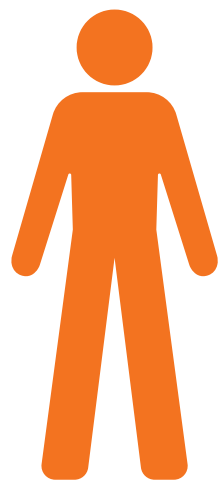
Student Responsibilities



Maturity and commitment



Time management



Ability to advocate for oneself

Risks



Classes & grades will follow you the rest of your academic career.



Permanent transcript



Financial implications



Expectations of a College Student



You are a Helena College Student

The following statements are written for the student, however both parents and students should read them together and initial that they understand:

Student Parent

Student	Parent	
		As a dual enrollment student, I understand that classes I choose to enroll in will have course content, instructor focus, and classroom discussions that will not be amended to account for students younger than 18. Instructors and classmates will expect mature, adult behavior.
		Instructors expect students to perform at a college-level. If I have any issues with class content or with an instructor, I am expected to reach out to them in a timely manner. My parents/guardians cannot communicate with instructors on my behalf.
		Parents/guardians are not permitted to attend class with any student.
		The pace of the college classroom will be significantly accelerated compared to high school classes, and I have considered this when selecting classes.
		Federal education law, the Family Educational Rights and Privacy Act (FERPA) governs access to the records of minor students enrolled in college. Under FERPA, parents DO NOT have the right to access their students' educational records without written consent from the student. I may complete a Release of Information form found here: http://helenacollege.edu/admissions_enrollment/forms/dual-enrollment-release-information-.pdf . This does not grant parents the right to serve as a proxy for the student.
		The email address that a student provides on their application will be the email the college uses to communicate with them. Please do not use a parent/guardian's email for this point of contact.

These statements are taken from the Age Waiver packet, but good for everyone to read and understand.



Dual Enrollment Resources



Dual Enrollment Resources

- Dual enrollment students can make use of college resources just like degree-seeking students
- Examples of resources at Helena College:
 - Tutoring
 - Library
 - Advising
 - Student activities & events
 - Computer labs/study space

Choosing Classes





All students should earn credits with a purpose !

K-12 Partnerships Mission:

With a focus on student success, K-12 Partnerships at Helena College serves a diverse population of students and families by connecting them to essential resources for a positive first experience of college. Through individualized advising, we encourage students to take credits with a purpose, highlight college and career pathways, empower students with autonomy, and equip them with the necessary tools and skills to complete a meaningful certificate or degree.

Dual Credit Students

Your high school counselor will have a list of possible class options. If you would like to consult with a dual enrollment advisor about class selection & how it fits into your future plans, contact: dualenrollment@helenacollege.edu

Early College Students

The full Helena College catalog is available to you!

- Each semester a recommended list of classes is available. The full class schedule is available on the website.
- Each semester, early college students are responsible for scheduling an advising appointment.
- Your dual enrollment advisor will help you select the best class.
- Students must meet pre-requisite requirements.

Getting Registered



Dual Credit

(classes taught at the high school)

Forms

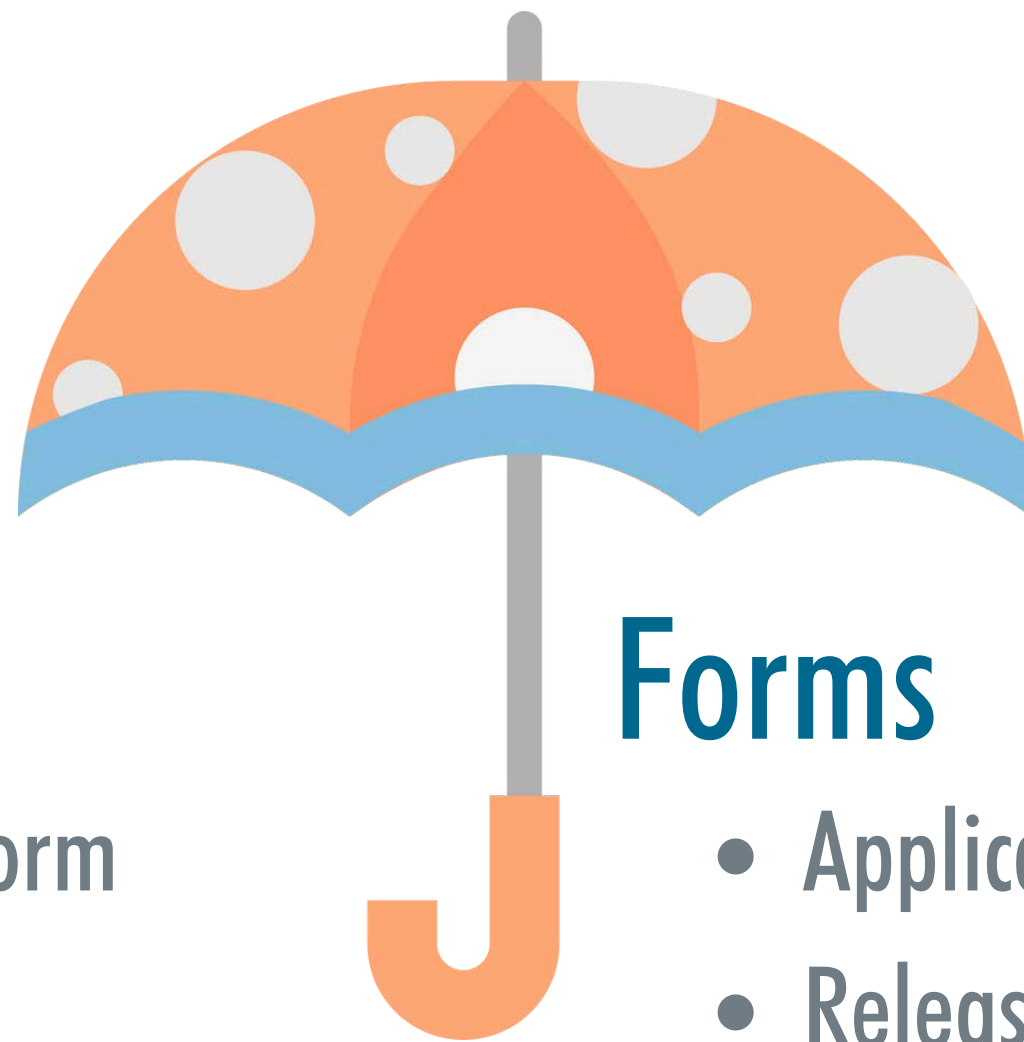
- Application & Registration Form
- Release of Information

Deadlines

- Work with your high school counselor
- Deadlines depend on yearlong vs. semester

Cost

- Only the cost of tuition after 1,2 Free



Early College

(classes taught at Helena College on campus or online)

Forms

- Application & Registration Form
- Release of Information

Deadlines

- Follow the Helena College calendar
- Fall 2025 registration opens in May

Cost

- Tuition after 1,2 Free
- Books & Supplies

Credit Transfer



Credit Transfer

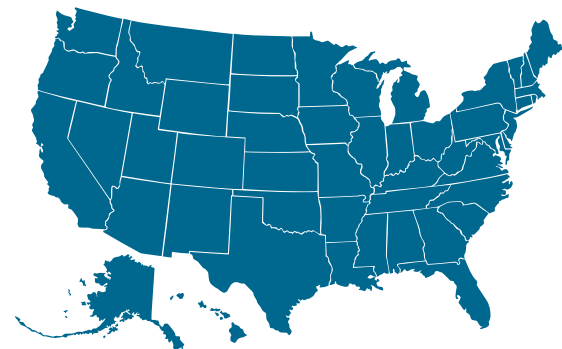
- Helena College is an accredited institution and most colleges/universities will transfer the credit earned.
- Send an official transcript from Helena College to the college/university you will be attending.
- How credits are applied depends on your degree program and the policies of the college/university.





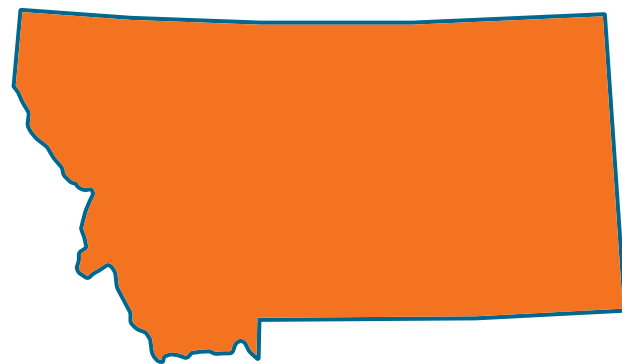
IB Classes (International Baccalaureate)

IB classes can be the best option for students who are considering attending university in another country.



AP Classes (Advanced Placement)

AP classes can be the best option for students who are considering attending college or university in another state or a private institution.



Dual Enrollment

Because of Common Course Numbering,
DE classes are the best option for students considering attending a public college or university in Montana.

How Do General Education Classes Transfer in Montana?

Common Course Numbering

Common Course Numbering (CCN) is a system implemented by the Montana University System (MUS) to ensure equivalent courses at different campuses have the same title, number, and prefix.



Make Your Education Count

The Montana University System (MUS) understands that having transfer options can reduce the cost of higher education.



Website Navigation

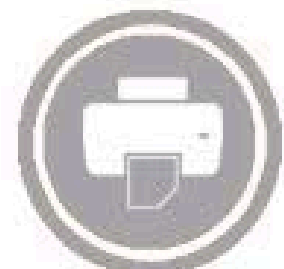


Students

Helena College > Students



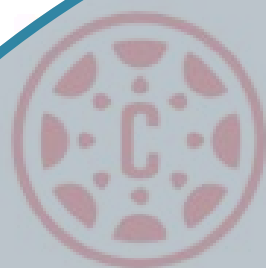
MyHC



Web Print



Microsoft 365 Apps



Canvas



Library Learning Hub



Wellbeing and Engagement



Business Services



Accessibility Services



Campus Safety



Advising



Student Forms



Microsoft Teams



Graduation Photos

Where to Find Things:

- Dual enrollment paperwork
- Class Schedule
- Student Portal

Dual Enrollment

Helena College > Admissions and Enrollment > Dual Enrollment

Each semester, dual credit & early college students are required to submit a Dual Enrollment Application and Registration form. This is found on the dual enrollment page on the Helena College website.

Earn college credit while in high school

What is dual enrollment?

Dual enrollment courses are college courses (100-level or above) taken by high school students. Students who are 16 years of age or juniors are eligible to take college courses. Students who do not meet the age/grade requirement can request acceptance by filling out the [Age Waiver Approval Packet](#).

Both dual credit courses and college credit only courses are available through Helena College:

- A **dual credit course** awards both high school credit and college credit for a college course taken by the high school student. The decision to award high school credit for the college course rests with the school district, and the high school is the final authority on what is required for high school graduation.
- A **college credit only course** awards college credit, but not high school credit, for a college course taken by a high school student.



Why take dual enrollment classes?

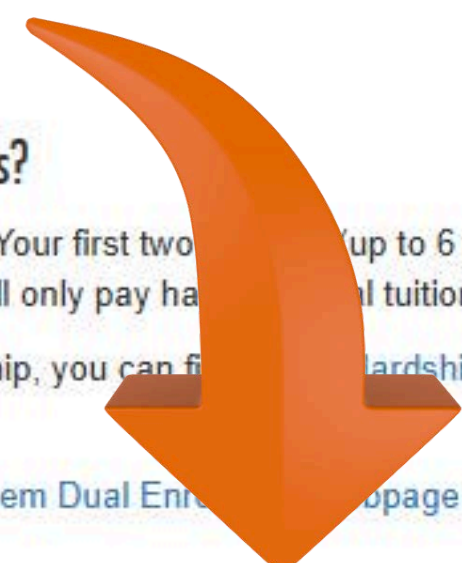
Dual enrollment saves you money! Your first two courses (up to 6 credits) are free as part of the statewide *One-Two-Free Program*. After 6 credits, you will only pay half tuition and all fees are waived.

If you are experiencing financial hardship, you can fill out the [Financial Hardship Scholarship Form](#) and return it to the Helena College Financial Aid Office.

Check out the [Montana University System Dual Enrollment](#) page for more reasons to take dual enrollment classes.

How to enroll:

1. Start by filling out the [Dual Enrollment Application and Registration Form](#).



Class Schedule



You can navigate to the Class Schedule through the drop down menu below Explore Programs on the Helena College Website.

Helena College > Registration and Transcripts >

Registration & Transcripts Home

Registration & Transcripts

Adding/Dropping Courses

Class Schedule

Registration FAQs

Registration Instructions

Graduation Information

FERPA Policy

Transferring in Montana

Summer 2025 registration is open!

Current student Fall 2025 Session registration begins March 17, 2025

New student Fall 2025 Session registration begins May 5, 2025

Please note: For the most up-to-date information, select the Class Schedule hyperlink below.

Days, dates, times and room numbers are subject to change.

Fees are subject to change. Please contact the Business Office for current fees.

For a complete listing of text books, cost and availability at:

<https://helenacollege.edu/bookstore/default.aspx>



CLASS SCHEDULE



Students

Helena College > Students

The Student portal is located in the upper right corner of the website. This is where early college students register for classes, check their email and find their class in the Canvas button.



MyHC



Canvas



Email



Campus Store



Student Forms



Web Print



Library Learning Hub



Business Services



Campus Safety



Microsoft Teams



Microsoft 365 Apps



Wellbeing and Engagement



Accessibility Services



Advising



Graduation Photos

Questions?



Questions?



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