

HIGH SCHOOL DUAL ENROLLMENT PROGRAM
AT
MANOR COLLEGE
Quick Reference – Student Fact Sheet

1. Books and tuition are free; Transportation is the responsibility of the student
2. Requirements:
 - High school seniors
 - Honor, Advanced Placement, or IB students
 - GPA 3.0
 - 500 critical reading/verbal SAT
 - 90% attendance
 - Recommendation by high school
3. No on-line courses
4. No accelerated courses (except summer course offerings)
5. Only one science course per semester is allowed; Be sure to register for both the lecture and lab
6. Registrations must be approved by both Manor College and high school
7. All pre-requisites must be met
8. Roster and Manor photo ID must be presented to Manor bookstore to receive your free books
9. Adherence to academic calendars of both Manor College and high school required
10. We do not recognize a “cut” policy
11. All Manor college credits are transferable to other colleges and universities if you received a ‘C’ or better; If you fail a course at Manor College, it is considered a failed class at your high school as well – no credit will be given
12. High school students are integrated into the Manor College classroom
13. All paralegal classes at Manor College are fully approved by the American Bar Association
14. All grades are reported on both Manor and high school transcripts
15. Withdrawals permitted during drop/add period only (first week of classes)
16. Classes run by semesters – Fall and Spring, 15 weeks; Summer classes run for 6 weeks
17. One set of official Manor College transcripts are free; Additional transcripts cost \$5.00
18. Attendance, midterm grades, final grades, and academic alerts will be reported to the high school
19. Contact the professor for any missed worked, quizzes, or tests and for help.
20. A Learning Center at Manor College is free to all dual enrollment students for tutors, study guides, on-line tutoring, constructive criticism on papers, and sample tests
21. Library, computers, cafeteria, student lounge at Manor College are available to all dual enrollment students.
22. Spring, fall, and summer course offerings may vary
23. Summer I classes run 6 weeks from mid-May to end of June for current seniors only
24. Summer II classes run 6 weeks following Summer I for current juniors only
25. To activate your Manor email account, ask the Manor librarian staff for instructions/help
26. Contact person at Manor College: Judi Berke, 215-884-2218, ext. 211
jberke@manor.edu