

# Ballston Spa High School's College/University in the High School Programs

Students are presented with a wide variety of opportunities to obtain college credit while enrolled in upper level courses at Ballston Spa High School. Ballston Spa has partnerships with SCCC, Suny Albany, HVCC and ACC, where highly qualified teachers work with the college to create a curriculum plan that ensures that the work being completed is the equivalent to work students would complete in an on-campus college course. This allows students to simultaneously earn credit to meet high school graduation requirements, while also earning college credits.

Advanced Placement (AP), International Baccalaureate (IB), University in the High School (UHS) and College in the High School (CHS) courses are viewed as transfer credits by most colleges. Ballston Spa High School presents the curriculum, designates courses as college level on the high school transcript, and grants credit toward high school graduation. NOTE: the college in which the student enrolls decides whether to award college credit. NOTE: You need not take the CHS/UHS course for college credit to stay enrolled in the course.



Benefits to taking CHS/UHS courses:

- Earn high school and college credit simultaneously
- Earn college credits at approximately a third of the cost of on-campus tuition
- Completing coursework for introductory courses allows students the ability to take higher level coursework, and potentially to complete their degree earlier
- Creates a smoother transition between high school and undergraduate level course work

## 2023-2024 College Credit Eligible Courses

### SUNY Adirondack Community College (ACC)

**FULL-YEAR COURSES REGISTER IN THE SPRING**

ACC COURSE (College in High School)	College Code	CREDITS	DURATION	START	END	TEACHER	PERIOD
Graphic Design 1	ART 222	3	Fall	9/7/2023	1/22/2024	Tabor, A	Per 5
Graphic Design 2 Register in SPRING '23	ART 252	3	Spring	9/7/2023	6/13/2024	Tabor, A	Per 5
Photography Register in SPRING '24	ART 104	3	Full Year	9/7/2023	6/13/2024	Tabor, A	Per 7
Adv Video Editing, Animation & Visual Effects Register in SPRING '24	COM 181	3	Full Year	9/7/2023	6/13/2024	Fisher, M	Per 1
College Career Financial Management Register in SPRING '24	ECO 101	3	Full Year	9/7/2023	6/13/2024	Kohl, C	Per 2

#### HOW TO REGISTER:

Step 1. Use the following online link to register online.

Link: <https://connect.sunyacc.edu/register/nonmatriculated>

Help:  How to view your schools SUNY ADK College in the High School course list

Deadline: **ONLINE REGISTRATION DEADLINE is SEPT 19, 2023**

Step 2. Obtain a Certificate of Residence (COR) form from the Saratoga county office and hand it back into the Guidance Office folder.

Link: <https://www.saratogacountyny.gov/wp/wp-content/uploads/2017/07/Certificate-of-Residency.pdf>

Deadline: **DEADLINE TO SUBMIT COR FORM is OCT 10, 2023**

Step 3. FREE/REDUCED LUNCH WAIVER- the "Foundation Scholarship" Application can be submitted for qualifying students

Link: <https://www.sunyacc.edu/sites/default/files/CHS%20Foundation%20Scholarship%20Fillable%20App%202023-24.pdf>

Deadline: **DEADLINE TO SUBMIT APPLICATION is OCT 11, 2023**

+ You will be billed by ACC via mail. The course cost is \$74 per credit hour with COR form (and \$111 per credit hour without COR form).

# SUNY Schenectady County Community College (SCCC)

SCCC Course (College in High School)	College Code	CREDITS	DURATION	START	END	TEACHER	PERIOD(S)
Biology I / AP Biology	BIO 141	4	Fall	9/7/2023	1/22/2024	Kusnierz, Maryellen	Per 5 + 8
Physics I / AP Physics 1	PHY 153	4	Fall	9/7/2023	1/22/2024	Poirier, James	Per 4 + 7
Cosmic System / Astronomy	AST 127	3	Fall	9/7/2023	1/22/2024	Bersch, Eric	Per 2 + 7
College Composition	ENG 123	3	Fall	9/7/2023	1/22/2024	Hamm, Lance	Per 8
Public Speaking	COM 105	3	Fall	9/7/2023	1/22/2024	Massie, Kathryn	Per 3 + 7
Literature and Writing	ENG 124	3	Fall	9/7/2023	1/22/2024	Massie, Kathryn	Per 6
Business Mathematics	BUS 113	3	Full Year	9/7/2023	6/13/2024	Blake, Lynne	Per 3 + 8
Introduction to Business	MGT 123	3	Full Year	9/7/2023	6/13/2024	Blake, Lynne	Per 5
Marketing/ Principles of Business Marketing	MKT 223	3	Full Year	9/7/2023	6/13/2024	Blake, Lynne	Per 1
Introduction to Drawing / Drawing & Painting II	ART 128	3	Full Year	9/7/2023	6/13/2024	Damico, Gary	Per 4 + 8
Topics in Contemporary Math/ Mathematical Topics	MAT 145	3	Full Year	9/7/2023	6/13/2024	Poole, Erin	Per 1 + 2 + 3 + 5 + 6
Elementary French II / French 3	FRE 122	3	Full Year	9/7/2023	6/13/2024	Ahl, Gabrielle	Per 1 + 6
Intermediate French I/ French 4	FRE 222	3	Full Year	9/7/2023	6/13/2024	Ahl, Gabrielle	Per 8
Intermediate French II/ French 5	FRE 224	3	Full Year	9/7/2023	6/13/2024	Ahl, Gabrielle	Per 3 + 7
Elementary Spanish II / Spanish 3	SPA 122	3	Full Year	9/7/2023	6/13/2024	Gearwar, Rebecca	Per 3 + 8
Elementary Spanish II / Spanish 3	SPA 122	3	Full Year	9/7/2023	6/13/2024	Barrette, Mary	Per 1 + 6 + 7

# SUNY Schenectady County Community College (SCCC)

## HOW TO REGISTER:

Step 1. Use the following online link to register online.

Link:

<https://sunysccc.edu/Academics/K-12-Initiatives/College-in-the-High-School/Resources-for-Students-and-Parents/How-to-Register.html>

Deadline: **ONLINE REGISTRATION DEADLINE is OCT 11th**

Step 2. Obtain a Certificate of Residence (COR) form from the Saratoga county office and hand it back into the Guidance Office folder ASAP.

Link: <https://www.saratogacountyny.gov/wp/wp-content/uploads/2017/07/Certificate-of-Residency.pdf>

Deadline: **DEADLINE TO SUBMIT COR FORM is SEPT 29th**

Step 3. **FREE/REDUCED LUNCH WAIVER-** SUNY Schenectady's Board of Trustees has approved to waive tuition for all students who qualify for Free/Reduced lunch. When you complete the registration form please check that you receive free and reduced lunch. The college will verify this information with your school and then waive the course fees.

“ACCESS SCHOLARSHIP” APPLICATION is also available for students who do not qualify for Free/Reduced lunch, but demonstrate financial hardships

Link:

<https://docs.google.com/forms/d/e/1FAIpQLScqG6-YJzvUuqoE8bQ6VbNaY-dVAHfyH6MeyLFdQqad6GuHg/viewform>

Deadline: **DEADLINE TO SUBMIT APPLICATION is OCT 11, 2023**

+ You will be billed by SCCC via mail. The course cost is \$65 per credit hour with COR form (which is  $\frac{1}{3}$  the cost of Suny SCCC tuition. Info hub: <https://sites.google.com/view/suny-schenectady-chs-info/main-page>

# Hudson Valley Community College (HVCC)

## FULL-YEAR COURSES REGISTER IN THE SPRING

HVCC (College in High School)	College Code	CREDITS	DURATION	START	END	TEACHER	PERIOD(S)
General Psychology / Psychology	PSY 100	3	Fall	9/1/2022	1/28/2023	Trzaskos, Marc	Per 1 + 5
American National Government / Gov & Pol	POLS 105	3	Fall	9/1/2022	1/28/2023	Hornick, Daniel	Per 8
Interpretations of American History I	HIST 110	3	Fall	9/1/2022	1/28/2023	Hengsterman, Richard	Per 4 + 8
Interpretations of American History I	HIST 110	3	Fall	9/1/2022	1/28/2023	Carter, AnnMarie	Per 2
Interpretations of American His I / AP US His	HIST 110	3	Fall	9/1/2022	1/28/2023	Hengsterman, Richard	Per 1 + 6
Principles of Macroeconomics / AP Macro Register in SPRING '23	ECON 100	3	Full Year	9/1/2022	6/28/2023	Cohen, Monique	Per 4
College Algebra w/Trigonometry Register in SPRING '23	MAT 150	3	Full Year	9/1/2022	6/28/2023	Grube-Edwards, Sara	Per 1 + 6 + 8
College Algebra & Trigonometry Register in SPRING '23	MAT 150	3	Full Year	9/1/2022	6/28/2023	Emerich, Jessica	Per 4 + 5
Precalc w/Analytic Geometry 11 "Precalculus" Register in SPRING '23	MAT 170	4	Full Year	9/1/2022	6/28/2023	Weed, James	Per 2 + 6
Precalc w/Analytic Geometry 12 "Precalculus" Register in SPRING '23	MAT 170	4	Full Year	9/1/2022	6/28/2023	Smith, Sean	Per 1 + 3 + 5 + 7 + 8

# Hudson Valley Community College (HVCC)

## HOW TO REGISTER:

1. Your teacher will give you a paper Student Record Information (SRI) form; fill it out and hand it back into the Guidance office folder ASAP.

Deadline: **REGISTRATION DEADLINE is OCT 17th**

Step 2. Obtain a Certificate of Residence (COR) form from the Saratoga county office and hand it back into the Guidance Office folder ASAP. **If you took a CHS class w/HVCC last Spring, your COR form is still valid and you need not get a new one now.**

Link: <https://www.saratogacountyny.gov/wp/wp-content/uploads/2017/07/Certificate-of-Residency.pdf>

Deadline: **HARD DEADLINE TO SUBMIT COR FORM is OCT 25th**

## Step 3. Scholarship Application

Link: <https://www.hvcc.edu/programs/highschool/cihs/pdfs/scholar-fall.pdf>

Deadline: **DEADLINE TO SUBMIT SCHOLARSHIP APPLICATION is OCT 25th**

+ You will be billed by HVCC via mail. The course cost is \$70 per credit hour with COR form (and \$281 per credit hour without COR form). *(Cost of similar courses at the same college: \$600)*

# SUNY University at Albany

*Cost: \$190 per course, regardless how many many credits (Cost of similar courses at the same college: \$295-\$4,152)*

UAlbany (University in High School)	College Code	CREDITS	DURATION	START	END	TEACHER	PERIOD(S)
AP Calculus AB/BC	AMAT 112	3	Full Year	9/7/2023	6/13/2024	Weed, James	Per 1 + 3 + 7
UHS Spanish 4 (Intermediate Spanish 1)	ASPN 200	4	Full Year	9/7/2023	6/13/2024	Gearwar, Rebecca	Per 1 + 5 + 7
UHS Spanish 5 (Intermediate Spanish 2)	ASPN 201	4	Full Year	9/7/2023	6/13/2024	Alverson, Tara	Per 4 + 8
AP Statistics (Elementary Statistics)	AMAT 108	3	Full Year	9/7/2023	6/13/2024	Preece, Garry	Per 4

## HOW TO REGISTER:

**Step 1. Teacher will provide students with registration instructions in September**

**Deadline: ONLINE REGISTRATION DEADLINE is December 15th**

**Step 2. Students qualifying for Federal Reduced/Free Lunch need to complete request form**

**Link: <https://albany.jotform.com/211377794830867>**

**Deadline: Students should complete the request form as soon as possible**

**+ You will be billed by SUNY Albany via mail.**

## **Frequently Asked Questions:**

**Who is the administrator who oversees the College/University in the High School programs at the high school?**

**Mr. Al Mattice, Assistant Principal (518) 884-7150 x2354      [amattice@bscsd.org](mailto:amattice@bscsd.org)**

**How do I enroll in CHS/UHS courses?**

See previous page(s) specific to the participating college and CHS courses.

**How do I obtain a Certificate of Residence (COR) form?**

Visit Link: <https://www.saratogacountyny.gov/wp/wp-content/uploads/2017/07/Certificate-of-Residency.pdf>

- A Certificate of Residency (COR) form must be obtained in person at the Saratoga County Treasurer's Office.
- It needs to be obtained no sooner than 60 days prior to the start of classes.
- Please see page 2 of the above linked document for additional information including eligibility requirements and acceptable forms of proof of residency in order to be granted a certificate.
- **A separate certificate needs to be obtained for each college the student will be registering with.**
- Only one certificate is needed per school year per college.
- Make sure to indicate the correct semester on the COR form - Spring 2023.
- Bring the COR form to the Guidance Office's folder (pay attention to aforementioned due dates).

**What is the deadline to register for full year courses?**

This information will be put out by the college at the beginning of the school year. Pay attention to aforementioned Registration dates.

**I missed the deadline to submit my COR and/or register for the course - is there anything I can do?**

No late applications will be accepted.

**Where do I send payment for the course?**

Once a student is registered for the course, a bill will be sent to the student's address on file with instructions on how to pay.

**Will these credits transfer to all other colleges and universities?**

Students should check with any colleges or universities they are interested in to verify if the CHS/UHS credits are transferable.

**When do I send my college transcript to my college of choice?**



You will send your college transcript(s) to your expected college after you have completed all of your college courses. We typically advise to submit your final college transcripts after your high school graduation.

**Does Ballston Spa send my college credits to my college of choice?**

No. Ballston Spa does not have access to your personal records for each college. It is your responsibility to submit any college transcripts you want your expected college to review.

**How do I request a transcript from the college or university?**

Students should not request their transcripts for the particular session in which they are enrolled until one week after the grading deadline for the session. They can make this request through the office of the registrar. A separate transcript must be requested for each college or university the student is applying to.

**SCCC** - <https://sunysccc.edu/Academics/Register-for-Classes/Transcripts.html>

**ACC** - <https://www.sunyacc.edu/transcript>

**HVCC**- <https://www.hvcc.edu/registrar/transcripts.html>

**Is there a waiver or reduced rate for Free/Reduced Lunch students? If so, how do I apply for it?**

Financial hardship scholarships and waivers are available. All forms are due no later than the date provided by the college when registration deadlines are announced. Students must be registered for a course prior to submitting their form. No late applications will be accepted. See previous page(s) specific to the participating college(s).

**What if I want to withdraw from a course?**

Here are links for the process to withdraw from a course if you no longer want to take it for college credit - pay attention to college due dates.

**SCCC (CHS)** <https://sunysccc.edu/PDF/Current%20Students/Student%20Resources/Withdrawal-Request-Form.pdf>

**UAlbany (UHS)** <https://www.albany.edu/uhs>

**ACC (CHS)** <https://www.sunyacc.edu/sites/default/files/Withdrawal%20Form.pdf>

**HVCC (CHS)** <https://www.hvcc.edu/registrar/course-withdrawal-form.pdf>