

# Dual Credit Program Guide (rev. March 2023)

## What is Running Start?

Running Start is a dual credit program that allows students in grades 10-12 to register for approved college courses and earn both high school and college credit. For example, a student may take English 100 at the college level earning them 3 credits that will also satisfy and earn a high school credit for Expository Writing. **Students are responsible for all communication and transactions with the college once their application is accepted.**

## What is Early College?

Early College is a dual credit program that allows students to register for pre-determined college courses and earn both high school and college credits. Early College courses are negotiated between HTA and Leeward Community College and consist of a cohort of only HTA students.

## Eligibility:

Earn a B average or higher in high school courses the previous semester and maintain a 3.0 gpa or higher

## Application Process

1. Review the Running Start procedures on your college's website (see chart below for link)
2. Meet with your high school counselor to confirm eligibility, review application due dates and create a Running Start plan
3. Complete HTA's [Dual Credit Programs Parent and Student Agreement](#)
4. Complete the [UH Application](#) (select Running Start for Program) and [Dual Credit Application](#)
5. **Print off Dual Credit Application** after you submit and obtain signatures from student, parent, high school counselor and administrator
6. Upon receipt of all required signatures, College and Career Counselor will submit the Dual Credit Application to student's selected Running Start campus.
7. Student must turn in your TB and MMR medical forms to the college's admissions office
8. Keep an eye out for acceptance letter/email & testing information (all communication will be sent to the student by the college once applications are received, **HTA doesn't receive status updates**)
9. Take the English & Math placement test at the community college as soon as you're accepted
10. Sign up for a New Student Orientation Meeting with the college, so you can register for courses.
11. Make your tuition payments by the due dates as stipulated by the University of Hawaii System.\*Note, Early College payments are made directly to HTA.
12. For Running Start: HTA courses are the students' first priority. College classes must fit around your HTA course schedule, submit a copy of your college course schedule to your high school counselor
13. Students must be enrolled in at least a 1 credit course offered by HTA each semester if they are working towards their 24 required graduation credits. **Seniors will not be able to take graduation requirements through Running Start their spring semester.**
14. Submit your official Running Start transcripts to our registrar at the end of each semester

College	Fall Deadline	Spring Deadline
<a href="#">Hawai'i Community College</a>	August 1st	December 15th
<a href="#">Honolulu Community College</a>	May 1st	November 1st
<a href="#">Kaua'i Community College</a>	June 1st	October 1st

<a href="#">Kapi'olani Community College</a>	April 1st	October 15th
<a href="#">Leeward Community College</a>	May 1st	November 15th
<a href="#">UH Hilo</a>	July 1st	December 1st
<a href="#">UH Maui</a>	August 1st	December 15th
<a href="#">UH West O'ahu</a>	March 1st	October 1st
<a href="#">Windward Community College</a>	August 1st	December 15th

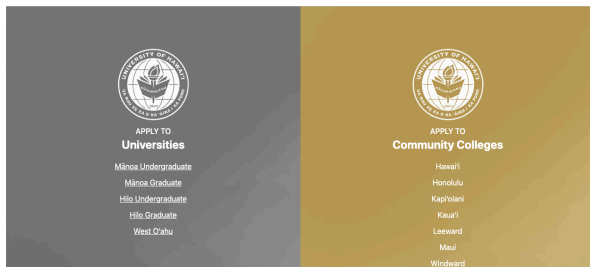
## Frequently Asked Questions:

### 1. What are the benefits of taking a Running Start college course?

Students who take a Running Start college course take it for various reasons. Here are some of the most popular reasons:

- Earn college credits while taking care of high school graduation requirements
- Challenging Coursework
- Take a variety of courses not offered at HTA
- Possible career exploration or Jumpstart on career path
- High School Transcript shows college courses taken- great for college applications!
- Earn certificates of Achievement and/or Competence

### 2. What applications are needed?



UH Online Application: <https://apply.hawaii.edu/>

**dual credit** Early College Running Start How to Apply Resources Contact Us

**Dual Credit Application**  
for Spring 2019

**Student Information**

High School

Student's Name Last Name  First Name  Middle Name

Mailing Address Street  City  Zip Code

Home Phone

Cell Phone

Email

Class  Freshman  Sophomore  Junior  Senior

Expected Graduation Year

Residency  U.S. Citizen  
 Resident Alien (Copy of card required)  
 Foreign Student (Additional forms required; see your high school counselor)

Qualifies as  Not Economically Disadvantaged  Economically Disadvantaged

Based on funding availability, GEAR UP Dual Credit Scholarships are available to students who are economically disadvantaged AND a U.S. citizen or resident alien. Please see your high school counselor if you have any questions or aren't sure if this situation applies to you.

**Courses**

Terms and Year: Spring 2019

Course	Credits	Requirement	Location	Campus	Source of Funding
<input type="text"/>	<input type="text"/>	<input type="radio"/> HS Elective <input type="radio"/> HS Requirement	<input type="radio"/> College Campus <input type="radio"/> High School	<input type="text"/>	<input type="radio"/> Personal

\* This University will accept dual credit courses that satisfy the admission requirements for the relevant course and for credit.

Dual Credit Application: <https://www.hawaii.edu/dualcredit/dual-credit-application/>  
-Use the Course Name: ENG 100 (Do not use the CRN or section number 473160)

-Submit your application online and **don't forget to print the pdf** of your application to obtain signatures from your counselor and administrator.

**3. What classes can I take?**

Any 3+ credit class above the 100 level will satisfy either a high school core or elective credit. See the list below of the classes that are available to satisfy a graduation requirement:

<b>High School Course</b>	<b>College Equivalent</b>
Expository Writing	Composition 1
English Elective	Composition 1, Composition 2, American Lit, World Lit to 1600
Math Elective (Algebra 2 not included)	Survey of Mathematics, Fundamentals of College Algebra, Statistics, Elem Functions, Trig/Analytic Geom, Calculus 1, 2, 3, 4, etc.
World History	World Civilization Since 1500
US History	Introduction to American History from 1865
Modern History of Hawaii	History of the Hawaiian Islands
Participation in Democracy	Introduction to Political Science
Science Electives ( <b>Biology must be taken at HTA, this is the HI Board of Education rule</b> )	Chemistry, Physics, Microbiology, Zoology, etc.
Social Studies Electives	Piko Hawaii, Hawaiian Studies, Philosophy, Psychology, Anthropology, etc.
World Languages	Japanese, Chinese, Hawaiian, Spanish, Latin, etc.
Electives	Art, Dance, Chorus, Technology, Music, etc.

**4. Do all courses count for dual credit?**

No, all courses must be at the 100 level or above to count for dual credit. Some courses may require a 1-credit lab in addition to the main course. These labs will not count towards additional high school credit. All 3+ credit courses starting in SY 18-19 will count as dual credit.

**5. Will all of my Running Start grades be weighted?**

No. Not all courses will be weighted starting in SY 18-19. Here is a list of courses that earn a weighted grade:

<b>Course Name</b>	<b>Short Name</b>
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ACCELERATED CALCULUS I	MATH 251
AMERICAN LITERATURE	ENG 250
APPLIED CALCULUS FOR MANAGEMENT	NREM 203
APPLIED CALCULUS I	MATH 215
APPLIED MATH IN BUSINESS	BUS 250
APPLIED MECHANICS I	CE 270
APPLIED MECHANICS II	CE 271
BASIC CIRCUIT ANALYSIS	EE 211
CALC FOR BUSINESS AND SOCIAL SCI	MATH 203
CALCULUS I	MATH 205
CALCULUS I	MATH 241
CALCULUS II	MATH 206
CALCULUS III	MATH 231
CALCULUS IV	MATH 232
CELL AND MOLECULAR BIOLOGY	BIOL 275
COLLEGE PHYSICS I	PHYS 151
COLLEGE PHYSICS II	PHYS 152
COMPOSITION I	ENG 100
DISCRETE MATH FOR COMPUTER SCI I	CS 141
DISCRETE MATH FOR COMPUTER SCI II	CS 241
GENERAL CHEMISTRY I	CHEM 124
GENERAL CHEMISTRY I	CHEM 161
GENERAL CHEMISTRY II	CHEM 162
GENERAL PHYSICS I	PHY 170
GENERAL PHYSICS II	PHYS 272
GENERAL PHYSICS III	PHYS 274
INTRO TO AMERICAN STUDIES WRITING	AMST 111
INTRO TO COMPUTER PROGRAMMING	EE 150
INTRO TO EDUCATION AND TEACHING	ED 100
INTRODUCTION TO BIOLOGY I	BIOL 171
INTRODUCTION TO COMPUTER SCIENCE II	ICS 211
INTRODUCTION TO CREATIVE WRITING	ENG 204
INTRODUCTION TO SOCIOLOGY	SOC 100
ORGANIC CHEMISTRY I	CHEM 272
ORGANIC CHEMISTRY II	CHEM 273
PERSONAL AND PUBLIC SPEECH	SP 151
PRECAL & CALC FOR ECO & SOCIAL SCI	MATH 161
PRIN OF EFFECTIVE PUBLIC SPEAKING	SP 251
PROGRAM STRUCTURE	ICS 212
SURVEY OF PSYCHOLOGY	PSY 100
TRIG AND ANALYTIC GEOMETRY	MATH 140
WORLD CIVILIZATION SINCE 1500	HIST 152
WORLD CIVILIZATION TO 1500	HIST 151

**6. How many courses can I take each semester?**

Students will be able to take 1 college course their first semester in the Running Start Program. Students who continue to take Running Start courses in the following semesters will be able to add up to 3 courses with the approval of the counselor and administrator. Students who are working towards completing their 24 graduation credits will need to be enrolled in a 1 credit HTA course each semester.

**7. Does participating in Running Start cost anything?**

Yes, students and families are responsible for paying the tuition and student fees for any college course they register for.

**8. Is there any financial aid available?**

The [Gear Up Scholarship](#) is available to qualifying low-income students. Students must apply to Running Start by the Gear Up Scholarship due date to be considered.

**9. Will all of my credits transfer to my college?**

It depends. Courses taken through the Running Start program will transfer within the UH system. Most credits will transfer to many west coast colleges. The more east the college is, the more unlikely that it will transfer automatically. It is highly recommended that students who plan to attend college outside of Hawai'i, review the transfer information on their college's website or call the registrar's office of the campus you're thinking of attending to see if and how your Running Start credits will transfer.

**10. Who do I contact if I need help?**

Contact your high school counselor if you're interested in taking Running Start courses. After your applications are submitted, you'll want to work with the Early College/Running Start counselor on the College Campus to assist with placement testing, course registration, payment, etc. All communication will go between the college and student. High School counselors are not notified when applications or enrollment is incomplete. It is the responsibility of the student and family to make sure they have met all admissions and enrollment requirements by the due dates specified by the college.