

Duquesne University CiHS Fact Sheet

CV Course(s)	<ul style="list-style-type: none"> • AP Statistics (Must choose either AP or CiHS credit) • CiHS Calculus • CiHS Shaping of the Modern World 	<ul style="list-style-type: none"> • C++ • CiHS Spanish 4 • CiHS German 4
CV Coordinator	Patrick Myers, Principal pmyers@cvsd.net	
University CiHS Website	https://duq.edu/chs	
Cost per credit	All CV CiHS courses are worth 3 Duquesne credits. Each three-credit class = \$357 (cost subject to change annually by DQU)	
Course Registration and Payment Due Date:	<ol style="list-style-type: none"> 1. A personalized Duquesne invoice/registration form will be provided to the student in early-mid February by their CiHS teacher. There is nothing to do before invoices are distributed. 2. Complete the invoice/registration form and send it to the CVHS office, along with payment. 3. All registration invoices must be received by the high school office no later than March 1. This Duquesne University's deadline. It is not set by Chartiers Valley 	
Process to earn and purchase college credits:	<ol style="list-style-type: none"> 1. The CV CiHS courses listed above have been approved for course credit by Duquesne University 2. Students may be enrolled in any CVHS CiHS course, even if they do not intend to purchase the college credit(s) 3. Early-Mid February - HS office provides enrolled students with a registration invoice containing a list of the student's CiHS course(s) and the total amount due. 4. Students taking multiple CiHS courses may purchase credits for as many of the eligible courses as they are enrolled for the year. On the Duquesne invoice provided by CVHS, the total will be for all Duquesne CiHS courses taken in the current school year. To change the number of credits you purchase, simply cross out any course for which you do not wish to purchase credit and adjust the "Total Due" based on your choices. 5. Return the Duquesne registration invoice to your CiHS teacher or directly to the office, along with a check made out to "Duquesne University". 6. All registration invoices must be received by the high school office no later than March 1. This is a hard deadline is set by Duquesne University. 7. At the end of the school year, the student's CVHS teacher will submit the course roster to Duquesne, certifying students who have successfully completed the course. 	
How to obtain your credit (following graduation)	<ol style="list-style-type: none"> 1. Students do not need to attend Duquesne in order to use college credit. 2. If attending a school other than Duquesne, you must have the Duquesne credits transferred to the school in which you are enrolled. The transfer process typically takes place in July/ August, as Duquesne does not process the CiHS credits until the grade verification process is completed in early June. 3. To order a transcript, go to www.duq.edu/transcripts. Transcripts must be requested directly by the student. 4. Any post-secondary institution that accepts Duquesne University transfer credits will accept the credits purchased via the CiHS process. 5. The Duquesne transcript will appear as through the credits were taken at the university, not as College in High School courses. 	