Commonwealth University **Early College Information & Instructions**

(Formerly LHU Dual Enrollment)

Instructions for Central Mountain High School Students taking classes at Lock Haven, Bloomsburg or Mansfield University

STUDENT CONSIDERATIONS

- The rigor of college courses
- Ability to manage email and multiple school related online platforms
- The time commitment outside the classroom
- Discuss with your parents, teachers, and counselor your skills and abilities to be successful at the collegiate level
- Students should be willing to utilize the support provided by the University - tutoring, meeting with professors, participation in support sessions.
- Commonwealth University Deadlines
- Students are responsible for their own transportation
- Athletes need to consider the time commitment when choosing a class (You can not miss an Early College class for athletics)
- Commonwealth University's schedule is different from CMHS schedule. Students need to pay attention to weather cancellations for the University as well as the impact of CMHS early dismissals and delay schedules. Communication with your CMHS teacher is the student's responsibility.
- The number of collegiate credits that are accepted at the student's future institution.

Fall 2026, Winter 2026

Information about Early College

1. It is the student's responsibility to stay in email communication with their school counselor throughout the entire process (application, scheduling, taking courses, changes to schedules, events, etc). Students are responsible for communicating with their CMHS counselor the course(s) they are taking and reviewing their schedule with their counselor. After this communication, CMHS schedules will be updated. Choosing not to do this may result in the student not receiving CMHS credit for their course(s) and the student may accrue unlawful CMHS school days.

2. It is recommended that students take general education requirement courses or courses that are not offered at Central Mountain High School. Be sure you meet the course's prerequisite. Students requesting math courses are required to take a placement test through Commonwealth University. Once you receive your login information from Commonwealth University, you can access the assessment here aleks.bloomu.edu

3. Students at high school will earn one credit for each course taken - regardless of the number of credits assigned at the collegiate level (ie - 3 credit class = 1 credit high school, 4 credit lab = 1 credit high school, 2 credit course = 1 credit high school)

4. Students can take summer session and winter session courses at the collegiate level, however these courses will not become part of a student's high school record and will not appear on the student's high school transcript, nor be part of GPA, class rank etc. These courses will not count towards the total number of courses needed for a student to graduate from high school. Students can not accelerate due to taking summer and winter mini session courses.

5. Students who withdraw from a college level course will have a reduction in credits for high school. Students are responsible for letting their school counselor know they withdrew from a course. Depending on the date of the withdrawal, this information may appear on the student's collegiate transcript. This information will not appear on the CMHS transcript.

6. Students taking college courses are required to send their college transcript to the school the student will attend as a college student after graduating from high school. This needs to be done by the student through the college's transcript request process at the college the student attended. (For ex: students taking a Commonwealth college course need to request a Commonwealth transcript to be sent from the Commonwealth to Lebanon Valley College, the school the student would attend as a college student in the fall).

7. Students need to have a full schedule while attending CMHS and college. A full time schedule is based on at least 6 CMHS credits in the school year.

8. Central Mountain High School Administration determines how early college credit is to be applied.

9. Commonwealth University students are scheduled first, then early college students.

10. Initial communication from Commonwealth University will occur in the email you provide during your application. All follow-up communication from Commonwealth University will occur through your Commonwealth University email.

11. Students are responsible for all tuition and fees. There is no financial aid available to high school students. When available, scholarship information will be posted through Schoology. The current rate for classes is 25% of the collegiate tuition. Your bill information is tied to your Commonwealth University account after you register. All billing questions should be directed to Commonwealth University staff.

12. At the conclusion of your course, Commonwealth University will send a grade score to CMHS staff. This will be used to add the course's grade to your official high school academic record. Be sure to check your historical record and transcript for accuracy when you get your transcripts and through the power school portal.

13. If you need to withdraw or drop a class, you need to do this through Commonwealth University and communicate with your CMHS school counselor as this will impact your credits for graduation.

14. Due date for Early College Application is August 1, 2026

15. The following grade conversion will be used for alphabetical grades awarded by a college or university:

A = 100	C plus = 83
A minus = 92	C = 80
B Plus = 91	C minus = 76
B = 88	D = 73
B minus = 84	F = 69

*Note - CMHS grades are subject to change if and when the CMHS grading scale changes

Steps to register for Early College if you did **NOT** take a class in the Spring of 2026

1. Verify your read the information by completing this link

2. Complete Early College application at this link https://www.commonwealthu.edu/early-college

3. Complete Transcript Request form, including parent signature, and submit to Student Services Office (Mrs. Jarrells). Link to transcript requests form https://cmhs.kcsd.us/families/studentservices/transcripts

4. Complete the Authorization to Participate form and email it to your school counselor or drop it in Student Services. Your school counselor will complete the form and submit it to the admissions office email. https://www.commonwealthu.edu/early-college

5. Your parent or guardian will receive an email from Commonwealth University with a parent/guardian authorization form.

6. After your application, parent authorization, counselor authorization and transcript are received and reviewed and you are accepted to early college. You will be contacted through the email you used to apply and given instructions on how to set up your Commonwealth email and access to the admission portal.

7. After you set up your Commonwealth University email account, you will receive an email about 3-5 days later about scheduling a meeting with Commonwealth University staff about choosing courses.

8. Course offerings can be found in the course catalog on the Commonwealth website.

Steps to register for Early College if you **DID** take a class in the Spring 2026.

1. Verify your read the information by completing this link

2. Email your school counselor to let them know you are taking an early college course.

3. Complete the Authorization to participate form and email it to your school counselor or drop it in student services. Your school counselor will complete the form and submit it to the admissions office email. https://www.commonwealthu.edu/early-college

All students can check out course offerings at the link below (Please note Commonwealth University students will register first)

Link for classes: Available Courses:
https://reg-prod.ec.passhe.edu/StudentRegistrationSsb/ssb/term/termSelection?mode=search&mepCode=003315