

The Bridge Year Program

In their fourth year at Townsend Harris High School students are simultaneously high school seniors and non-matriculated freshmen at Queens College. In this way, seniors can get a real taste of college life while still participating in the high school. The main goal of the Bridge Year is to ease the students' transition from high school to college and to give them a head start on college work. It provides students with the opportunity to adjust to the much greater freedom that exists on college campuses and at the same time to learn the responsibility necessary to handle that freedom.

THE SENIOR PROGRAM

Course Requirements

Six courses will be taken each semester.

Fall Semester

Humanities Colloquium
Participatory Democracy
Physical Education
Two high school electives
One additional course*

Spring Semester

Humanities Colloquium
Economics
Physical Education
Two high school electives
One additional course*

*The additional class may be an appropriate college course or another high school elective as determined in consultation with the student's guidance counselor. If a student has not met the high school graduation requirements, these must be fulfilled in the senior year in lieu of college or high school electives.

IMPORTANT:

- **THE SCHOOL DAY FOR SENIORS IS FROM 7:30 – 3:30 P.M. STUDENTS WILL HAVE PERIODS OF FREE TIME DURING THE DAY FOR STUDYING.**
- **ALL PROGRAMS AT BOTH TOWNSEND HARRIS HIGH SCHOOL AND QUEENS COLLEGE MAY BE AFFECTED BY BUDGETARY CONSTRAINTS OF WHICH WE ARE NOT AWARE AT THIS TIME.**

GENERAL INFORMATION

PROGRAM CHANGE REQUESTS:

If for any reason students have problems with their programs

1. before June 30th, they should report to their guidance counselors at the high school
2. after June 30th, they should contact the College Preparatory Office on the Queens College campus (718) 997-3175.

ATTENDANCE PROCEDURES

Daily attendance is mandatory, just as it is for all other high school students. Therefore students must sign in daily in Room 334 during the posted hours. Failure to sign in is recorded as an absence and is reported the next day to the student's parents/guardians and the Dean. The only legal reasons for absence are illness, a death in the family, religious observance, or court appearance. Students are required to present a note after they are absent from school. Absences due to illness of three or more consecutive days require a note from a doctor.

BOOK AND MATERIAL COSTS

Books for the Humanities Colloquium will be provided to the students. Books for college elective classes must be purchased and students are urged to buy their books early to avoid the rush at the college bookstore. Books are usually available in August for September classes and in January for February classes. Several college courses require MAT (Material and Transportation) fees which the student must pay directly to the bursar's office. ***Failure to pay MAT fees, which are indicated on the Queens College bill, will result in a student's being irreversibly dropped from all college courses.***

CUTTING

Cutting a high school class (including the Humanities Colloquium and the Senior Class Meeting) is reported to parents/guardians and the Dean whenever it occurs. Students will incur demerits. A student who has three or more cuts in the fall semester will not be allowed to take any college electives in the spring semester.

SENIOR CLASS MEETING

A senior class meeting is held every Monday during Band 7 in the Townsend Harris High School auditorium. Attendance is mandatory for all students except those with a scheduled college class.

SCHOOL CLOSINGS DUE TO INCLEMENT WEATHER

In the event of inclement weather, all students are urged to listen to the following radio stations: 570 AM; 1190AM; 1010AM. If Queens College is closed and Townsend Harris H.S. is open, seniors should report to the high school building for attendance sign-in and further instructions. If Townsend Harris is closed and Queens College is open, students should report to their college classes.

QUEENS COLLEGE ID CARD

- All students will be supplied with an ID card. College regulations require students to carry their ID cards on campus and to present them to a member of the faculty or staff if requested to do so. The ID card carries the privilege of using Queens College facilities and entry to the Benjamin Rosenthal Library. Lost I.D. cards **must** be replaced.

NOTE:

Your ID card is not transferable to anyone. To replace a lost or stolen card:

- Go to Bursar's Office in Jefferson Hall
- Pay a \$5.00 replacement fee and get a receipt
- Take receipt to Main Gatehouse on Kissena Blvd.
- Retake picture

MID YEAR GRADES

Townsend Harris High School sends midyear high school and college grades to all colleges to which students have submitted applications. Colleges will count your Queens College course grades into your college GPA.

PROOF OF GRADUATION

All colleges to which students have been accepted require proof of graduation in order to enroll (register) for the fall term. Townsend Harris H.S. sends out final transcripts including High School and College grades as proof of graduation.

QUEENS COLLEGE TRANSCRIPTS

Students may request an official copy of their Queens College record by first going to the bursar's payment window on the second floor of Jefferson Hall. After a \$7.00 fee per transcript is paid, students may bring the voucher to the Office of the Registrar, Jefferson 106. After completing the necessary form, the transcript should arrive in two-three weeks, at the requested place. When students are sending transcripts to other colleges, it is advised to send it to a particular person at the college, not to a general office (i.e., Mr. John Doe, Office of Transfer Credit Evaluation)

TAKING COLLEGE COURSES IS A PRIVILEGE

Tuition-free enrollment in Queens College courses is an integral part of the Townsend Harris High School Bridge Year. It is also a privilege. To help ensure that students use this privilege responsibly, the following policies are in effect:

- Students who receive a WU in a College course in the fall semester will not be permitted to enroll in any college course for the spring semester. WU (Withdrawal, unofficial) is the grade assigned when a student has stopped attending and submitting work in a course without formally withdrawing. It counts as an F.
- Students who have excessive absences without valid excuses, or cuts during the fall semester will not be permitted to enroll in any College courses.
- Students are required to give permission for the high school and parents to receive college course grades. At the end of the fall term, a student's complete record of grades for that term, including grades for all Queens College courses, will be sent to the colleges to which the students are applying.
- At the end of the spring semester, a student's complete record of grades for the senior year, including grades for all Queens College courses, will be sent to the colleges that students are planning to attend.