

Wilkes University

On-Site Spark Scholars Program

Wilkes University & Tunkhannock Area School District

On-Site Spark Scholars Program

The purpose of the On-Site Spark Scholars Program is to allow eligible Tunkhannock Area students to earn college credit at a nominal cost while remaining on-site at the Tunkhannock Area High School location. This Agreement is entered into by and between Wilkes University ("Wilkes") and Tunkhannock Area High School ("Tunkhannock"), collectively referred to as the "Parties," to establish mutual commitments in support of the On-Site Spark Scholars program.

Program & Academic Eligibility / Participation Guidelines

- Students must be rising high school Juniors (summer prior to Junior year), current Juniors, or current Seniors to participate in the On-Site Spark Scholars program.
- Students must maintain a cumulative high school grade point average of 3.0 on a 4.00 scale or 85 on a 100-point scale or higher. Submission of an official high school transcript is required to verify eligibility.
- To remain eligible to participate students must earn a minimum grade point average of 2.0 (75 on 100-point scale) or better in each college-level course for continued participation in the On-Site Spark Scholars Program.
- A student must achieve a minimum grade of 80 on a 100-point scale, or a 2.5 on a 4.00 grade point scale, to receive Wilkes University credit for a Dual Enrollment course.
- Provided the students meet the outlined academic eligibility requirements students may participate in the Fall, Spring and Year Long courses.
- The maximum number of courses a student may enroll in is subject solely to the discretion of the Tunkhannock Area High School Counseling Office and the eligibility requirements established by Wilkes University for participation in the program.
- Students are expected to demonstrate exemplary character throughout their participation in the On-Site Spark Scholars program. Wilkes University reserves the right to dismiss any student from the program at its sole discretion if deemed necessary.
- All participants will adhere to the Wilkes University Undergraduate Handbook: <https://www.wilkes.edu/campus-life/wilkes-undergraduate-student-handbook/index.aspx>
- All participants will adhere to the Tunkhannock Area High School Student Handbook: https://irp.cdn-website.com/8118a1f1/files/uploaded/TAHS_Student_Handbook_2024-2025.pdf

Credit Awarding, Grading Scale & Confirmation of Final Grades:

- A student must achieve a minimum grade of 80 on a 100-point scale, or a 2.5 on a 4.00 grade point scale, to receive Wilkes University credit for a Dual Enrollment course.
 - If a student's class GPA range is 80 (2.50) to 100 (4.00) the student will receive Wilkes University Dual Enrollment course credit.
 - If a student's class GPA range is 79 (2.40) or below the student will NOT receive Wilkes University Dual Enrollment course credit.

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- The parties hereby agree to adhere to the following grading scale as the standard for determining academic credit eligibility. 2.5 minimum is required to receive any Wilkes University academic credit.

100-Point Score	Converted 4.0 GPA
95 – 100	4.0
90 – 94	3.5
85 – 89	3.0
80 – 84	2.5
75 – 79	2.0
70 – 74	1.5
65 – 69	1.0
Below 65	0

- Tunkhannock Area High School shall provide official confirmation and documentation of final grades for all students participating in the On-Site Spark Scholars program. Such final grade confirmations must be submitted by Tunkhannock Area High School to Wilkes University no later than the specified deadlines corresponding to the duration of each course, as detailed below.
 - Fall- January 30
 - Spring- June 15
 - Year-Long- June 15

Approved Courses:

- All approved courses are required and confirmed with Tunkhannock Area High School administration to meet the PA state education standards which require teachers of dual enrollment courses to have a master's degree + 18 additional graduate credits.
- The approved courses for the 2026-2027 academic year are noted below. This approval is contingent on the availability of Tunkhannock Area High School teachers meeting the master's + 18 credit requirements.
 - AP Biology
 - AP English Language and Composition
 - AP English Literature and Composition
 - AP US History
 - AP Physics 1
 - AP Physics 2
 - AP Spanish Language and Culture
 - AP Psychology
 - AP Chemistry
 - AP Calculus
- Wilkes Transfer Equivalencies for approved Tunkhannock Area High School Courses

Tunkhannock Courses	Wilkes Equivalency for 2.50 to or Above Class GPA
AP Biology	BIO 122 (4)
AP English Language and Composition	ENG 101 (4)
AP English Literature and Composition	ENG 120 (3)

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AP US History	HST 101 (3)
AP Physics 1	PHY 105 (3)
AP Physics 2	PHY 105 (3)
AP Spanish Language and Culture	SP 203 (3)
AP Psychology	PSY 101 (3)
AP Chemistry	CHM 115 (3)
AP Calculus AB	MTH 111 (4)

Approved Courses and Duration

- The courses approved for the 2026–2027 academic year are listed above. These courses are scheduled to run during either the Fall and Spring semesters or for the full academic year, as specified. Details regarding the standard course durations and run dates are outlined below.
- Any modifications to the standard run dates of the approved courses must be mutually agreed upon by both Parties. No changes shall be implemented unless and until both Parties provide prior written consent to such adjustments.
- Year Long DE Courses
 - AP Biology
 - AP English Language and Composition
 - AP English Literature and Composition
 - AP US History
 - AP Physics 1
 - AP Physics 2
 - AP Spanish Language and Culture
 - AP Psychology
 - AP Chemistry
 - AP Calculus
- Semester Start/End Dates Fall 2026, Spring 2027 and Year Long 2026-2027
 - Year-Long 2026-2027: August 24 to June 4

Application/Registration Process Outline:

- The On-Site Spark Scholars Application process is outlined in the sections below. Wilkes University reserves the right to modify or update this process as necessary. Any such modifications shall be communicated in writing to all relevant parties in a timely manner.
 1. Tunkhannock will provide a list of approved courses for each academic year / semester including course title, format, time/days, start/end date and instructor
 2. Wilkes University will provide a spark scholar applicant list to Tunkhannock Area High School for review. Tunkhannock will review a list of students each semester for approval for On-Site Spark Scholars courses by Tunkhannock Area High School.
 3. Application Timeline/Deadlines:
 - Fall Semester & Year Long Courses
 - DE Application & Registration Deadline October 8 (for Fall/Year Long

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- registrations)
 - Spring Semester Courses
 - DE Application & Registration Deadline February 9 (for Spring semester registration)
 - These registration deadlines have been modified from the standard Spark Scholars schedule to align with the specific academic calendar and internal course registration procedures of Tunkhannock Area High School.
- 4. Students must submit On-Site Spark Scholars Application:
<https://apply.wilkes.edu/register/TunkSparkScholars>
- 5. Students will receive an email from Wilkes detailing the next steps
- 6. As part of the Spark Scholar application process, students are required to submit either an unofficial or official high school transcript. Students must contact the Counseling/Guidance Department at Tunkhannock Area High School to request their transcripts.
- 7. Once an application is approved by all parties, the On-Site Spark Scholars coordinators will register students for the desired Wilkes University courses.
- 8. Students will pay their bill for all enrolled On-Site Spark Scholars courses based on criteria outlined by Wilkes University (instructions are sent via email).
 - Due to altered On-Site Spark Scholar registration deadlines bills will be due immediately upon registering for courses.
- Students must apply to the On-Site Spark Scholars program each term or semester they intend on taking classes.

Credits

- Wilkes University does not guarantee that college credit will count towards high school course requirements. Participants in the On-Site Spark Scholars Program must consult with their guidance counselor or administrator in regard to high school policies involving dual-credit.
- Wilkes University makes no guarantee regarding the transferability of academic credits to other institutions of higher education. The acceptance and application of credits earned at Wilkes University are solely at the discretion of the receiving institution.
- When official transcripts are issued, the Wilkes University Registrar's Office is required to disclose that the courses in question were not conducted on the Wilkes University campus but were instead taught at Tunkhannock Area High School.
- If a Spark Scholars student wishes to request official college transcripts, they must complete the electronic transcript request or follow the procedures for requesting paper transcripts. Detailed instructions for both processes can be found at:
<https://www.wilkes.edu/academics/registrar/transcripts.aspx>
- On-Site Spark Scholars are eligible to enroll in any of the approved courses listed above (see page 2 & 3), contingent upon approval by Tunkhannock Area High School and compliance with the eligibility criteria established by Wilkes University.

Cost Per Credit & Fee(s)

- Course fees are set at \$100.00 per credit hour, a typical course is 3-credits but could be up to 4 credits

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- Students in the On-Site Spark Scholars program are not eligible for our Colonels are Covered program.
- Participants are responsible for payment of all tuition, course fees, textbooks, and, when applicable, laboratory and additional material fees.
 - Note that Tunkhannock Area High School does not have any textbook costs or fees associated with their Dual Enrollment courses for the 2026-2027 academic year.

Wilkes University On-Site Spark Scholars Visitation Policy / Partnership Building:

- Wilkes University On-Site Visit Commitment
 - Wilkes University shall be guaranteed one (1) scheduled on-site visit per academic semester (Fall and Spring) to present to all students enrolled in the On-Site Spark Scholars program at Tunkhannock Area High School. The specific date and time of each visit shall be determined collaboratively by the Parties, based on mutual availability.
- Tunkhannock Area High School Campus Visit to Wilkes University
 - Tunkhannock Area High School agrees to coordinate one (1) on-site visit per academic year to the Wilkes University campus for all Spark Scholar-enrolled students. The date and time of this visit shall be determined based on mutual availability of both Parties.
 - Transportation to the Wilkes University campus will be arranged and provided by Tunkhannock Area High School.
 - The visit shall include an admissions presentation, a campus tour, and lunch on campus.
 - Wilkes University shall provide lunch for all visiting students as part of this engagement.
- Purpose: The intent of the above visits is to build programmatic and institutional affinity with the current On-Site Spark Scholars student population and to strengthen the collaborative relationship between Wilkes University and Tunkhannock Area High School.
- Wilkes University reserves the right to request one (1) academic collaboration meeting per year between the Deans or Chairs of the relevant academic departments at Wilkes University and the approved teachers/faculty at Tunkhannock Area High School participating in the On-Site Spark Scholars Program.
 - Wilkes University Deans/Chairs will be responsible for coordinating these meetings, which will be held at Tunkhannock Area High School. The purpose of these collaboration meetings is to strengthen academic partnership, establish a support network between Wilkes University faculty and Dual Enrollment–approved teachers at Tunkhannock Area High School, and provide a forum for Wilkes University Deans/Chairs to discuss instructional philosophy while promoting strong and sustainable institutional collaboration

Scholarship Incentives Related to Matriculation at Wilkes University

- Students who earn 30 or more Wilkes University dual-enrollment credits prior to high school graduation and subsequently enroll at Wilkes University will be eligible to receive a (stackable) scholarship in accordance with the award structure outlined below. Scholarship funds will be

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evenly distributed between the fall and Spring semesters and applied throughout the student's undergraduate academic career, for up to four (4) years or eight (8) semesters.

- Year 1 = \$1250 (Fall Semester \$625 / Spring Semester \$625)
 - Year 2 = \$1250 (Fall Semester \$625 / Spring Semester \$625)
 - Year 3 = \$1250 (Fall Semester \$625 / Spring Semester \$625)
 - Year 4 = \$1250 (Fall Semester \$625 / Spring Semester \$625)
- Students who earn 12-29 Wilkes University dual-enrollment credits prior to high school graduation and subsequently enroll at Wilkes University will be eligible to receive a (stackable) scholarship in accordance with the award structure outlined below. Scholarship funds will be evenly distributed between the fall and Spring semesters and applied throughout the student's undergraduate academic career, for up to four (4) years or eight (8) semesters.
 - Year 1 - \$1000 (Fall Semester \$500 / Spring Semester \$500)
 - Year 2 - \$1000 (Fall Semester \$500 / Spring Semester \$500)
 - Year 3 - \$1000 (Fall Semester \$500 / Spring Semester \$500)
 - Year 4 - \$1000 (Fall Semester \$500 / Spring Semester \$500)

Reserved Right(s)

- Wilkes University reserves the right to adopt any additional rules and regulations which it deems necessary or appropriate with respect to the On-Site Spark Scholars Program at any time, any adjustments will be communicated appropriately and become effective immediately.
- Wilkes University reserves the right to modify or cancel the agreement at any time.