

CEP (Concurrent Enrollment Program) **Dual Credit courses offered at West Marshall**

AGS113 Survey of the Animal Industry (ECC course) 3 credits
Processes and principles involved in animal production and management (an introduction to livestock enterprises and related industries).

AGB330 Farm Business Management (ECC course) 3 credits
Business and economic principles applied to decision making and problem solving in the management of a farm business, cash flow, partial, enterprise, and whole farm budgeting. Information systems for farm accounting, analysis, and control. Obtaining and managing land, capital, and labor resources. Alternatives for farm business organization and risk management.

HIS112 Wester Civ: Ancient to Early Modern 4 credits
Survey of social, political, intellectual and cultural development of Western peoples from ancient times to 1500s.

HIS113 Wester Civ: Early Modern to Present 4 credits
Survey of Western peoples from 1300s to present.

HIS151 History to 1877 3 credits
Survey of major political, economic and social developments in American history from the Age of Discovery through Civil War.

HIS152 History since 1877 3 credits
Survey of the development of modern America, 1865 to the present.

Information about CEP Courses **-- an agreement between West Marshall and ECC/MCC --**

Registering for ECC/MCC credit

All students must register through the high school counseling office. The High School Student Application/Registration Form must be submitted to the MCC Admissions Office.

Earning credit

A student enrolled in dual credit earns both West Marshall and MCC/ECC credit. West Marshall Community School District pays for the college credit(s). Take each class seriously, remembering that the grade(s) will be permanently recorded on an official college transcript that follows throughout all college endeavors.

Dropping a class

For a student to drop a college credit class, two drop forms must be completed: one for West Marshall and one for ECC/MCC. The West Marshall counselor has the ECC/MCC drop slip, which requires the signature of the instructor and the high school counselor. The West Marshall Counseling Office collects and mails the drop slips to MCC. **The last day to drop 2019-20 courses, through the College, is November 15 (Fall semester) and April 10 (Spring semester).**

Failing a class

The failure of a pupil to complete or otherwise receive credit for an enrolled course requires the pupil to follow the individual procedures of his/her school.

Transferring the credit to another college

A student must request the transfer of credit by submitting a transcript request form to the ECC/MCC and/or ECC Registrar's Office (as listed above, the agriculture courses are offered through ECC). **The form is available at the Registrar's Office or online.** Access the MCC request form at <https://mcc.iavalley.edu/resources-for-students/registrars-office/> and the ECC request form at <https://ecc.iavalley.edu/resources-for-students/registrars-office/>. The College charges a minimal \$5 processing fee to send a transcript. The student must pay this fee; West Marshall Community School District does not pay this fee. The transcript may be sent immediately or select 'send at the end of the term' to ensure all grades are posted on the transcript. The MCC Registrar's Office and the ECC Registrar's Office operate independently. If you've taken classes through both, you'll need to contact both offices to request that a transcript be sent from each institution. **As you submit college applications, you need to indicate that you have transfer credits.**