

CEP (Concurrent Enrollment Program)
Dual Credit courses offered at BGM

ENG 105 Composition I **3 credits**
Written communication using various rhetorical methods.

ENG 106 Composition II **3 credits**
A study of written communication emphasizing argumentation, persuasion, investigation and the research paper.

SPC 112 Public Speaking **3 credits**
Principles of speech communication: preparation, delivery and adjustment to the audience; information and persuasive speaking. Emphasis on both speaking and listening.

LIT 101 Introduction to Literature **3 credits**
Critical analysis of various types of fiction, poetry and drama.

Information about CEP Courses
an agreement between BGM and MCC

Registering for 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 Admission's Office.

Earning credit

A student enrolled in dual credit earns both BGM and MCC credit. BGM 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 BGM and one for MCC. The BGM counselor has the MCC drop slip, which requires the signature of the instructor and the high school counselor. The BGM Counseling Office collects and mails the drop slips to MCC. **The last day to drop 2018-19 courses through the College, is Nov. 17 (Fall semester) and April 13 (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 MCC Registrar's Office. **The form is available at the Registrar's Office or online at <https://mcc.iavalley.edu/resources-for-students/registrar-office/>.** The College charges a minimal \$5 processing fee to send a transcript. The student must pay this fee; BGM 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. **As you submit college applications, you need to indicate that you have transfer credits.**