

**CEP (Concurrent Enrollment Program)**  
**Dual Credit courses offered at Iowa Falls High School**

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**AGB 330 Farm Business Management**

**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

**Information about CEP Courses**

*-an agreement between Iowa Falls High School and MCC/ECC*

**Registering for ECC credit**

All students must register through the high school counseling office. The High School Dual Credit Application is located on our website:

<https://mcc.iavalley.edu/admissions/enrollment/apply/>

**Earning credit**

A student enrolled in dual credit earns both Iowa Falls High School and MCC/ECC credit. Iowa Falls 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 Iowa Falls and one for ECC. The Iowa Falls counselor has the ECC drop slip, which requires the signature of the instructor and the high school counselor. The Iowa Falls Counseling Office collects and mails the drop slips to ECC. **The last day to drop 2021/22 courses, through the College, is November 19 (Fall semester) and April 15 (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 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; Iowa Falls 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.**