

## **CEP (Concurrent Enrollment Program)**

### **Dual Credit courses offered at South Tama**

#### **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.

#### **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).

#### **ENG105 Composition I (MCC course)**

**3 credits**

Written communication using various rhetorical methods. For students whose standardized test scores indicate insufficient preparation, prerequisites are ENG060, ENG061 and/or instructor approval.

#### **ENG106 Composition II (MCC course)**

**3 credits**

A study of written communication emphasizing argumentation, persuasion, investigation, and the research paper.

#### **HSC172 Nurse Aide (MCC course)**

**3 credits**

This 75-hour nurse aide course prepares the student for state competency testing and employment in a long-term care nursing facility. Emphasis is on achieving a basic level of knowledge and demonstrating basic nursing care skills in order to provide safe, effective resident care. The course consists of classroom, lab and clinical experiences.

#### **SPC112 Public Speaking (MCC course)**

**3 credits**

Principles of speech communication; preparation, delivery and adjustment to the audience; informative and persuasive speaking. Emphasis on both speaking and listening.

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### **Information about CEP Courses**

*an agreement between South Tama and MCC/ECC*

#### **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/ECC Admissions Office.

#### **Earning credit**

A student enrolled in dual credit earns both South Tama and MCC/ECC credit. South Tama 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 South Tama and one for MCC/ECC. South Tama counselors have the MCC/ECC drop slip, which requires the signature of the instructor and the high school counselor. The South Tama Counseling Office collects and mails the drop slips to MCC/ECC. **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 or ECC Registrar's Office. **The form is available at the MCC Registrar's Office or online at <https://mcc.iavalley.edu/resources-for-students/registrar-office/transcript-information/>** and at the **ECC Registrar's Office or online at <https://ecc.iavalley.edu/resources-for-students/registrar/transcripts/>**. The College charges a minimal \$5 processing fee to send a transcript. The student must pay this fee; South Tama 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.**