

CEP (Concurrent Enrollment Program) **Dual Credit courses offered at South Tama**

AGB330 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.

AGS113 Survey of the Animal Industry

3 credits

Processes and principles involved in animal production and management (an introduction to livestock enterprises and related industries).

HSC172 Nurse Aide

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

3 credits

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

Information about CEP Courses

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 South Tama and MCC 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. South Tama counselors have the MCC 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. **The last day to drop 2022/23 courses, through the College, is November 18 (Fall semester) and April 14 (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 through the National Student Clearinghouse by following the this link: [National Student Clearinghouse secure site](#). The College charges a minimal \$7 processing fee to send a transcript. The student must pay this fee; AGWSR 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.**