



METROPOLITAN COMMUNITY COLLEGE

Blue River | Longview | Maple Woods | Online | Penn Valley

**Metropolitan Community College
College Accelerated Program
Handbook
2021-2022**

*Preparing students, serving communities,
creating opportunities for all.*

<https://mcckc.edu/cap/>



METROPOLITAN COMMUNITY COLLEGE



Get on the fast-track to a college education!

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MCC Purpose

MCC provides high-performing high school students with challenging, high-quality, coursework. College level courses also enrich and extend the high school curriculum, provide introductory college academic experiences, and help students accelerate their progress toward and reduce the cost of earning college degrees. MCC's College Acceleration Program (CAP) helps to avoid unnecessary duplication in coursework as students move from high school to college. Providing college level coursework serves our mission to prepare students

MCC Standards and Transferability

MCC adheres strictly to guidelines and standards for dual credit courses published by the Missouri Coordinating Board for Higher Education (CBHE). These standards address such issues as student eligibility requirements, teacher qualifications set by HLC, and college oversight of dual credit courses. By ensuring compliance with these standards, MCC ensures that the dual credit courses that it offers in partnership with high schools will be accepted in transfer at Missouri colleges and universities in the same way as the as the same courses taken on one of our campuses. Many students have found that CAP courses may also transfer to out-of-state colleges and universities, both public and private; however, MCC can only guarantee dual credit course transfer to Missouri institutions under the jurisdiction of CBHE. The Vice Chancellor of Instruction/Chief Academic Officer is responsible for assuring that we meet guidelines to the Coordinating Board for Higher Education (CBHE) that MCC is in full compliance with CBHE guidelines on dual credit.

MCC Contacts

Contacts for each campus are found in [Appendix A](#).

College course options for high school students

DUAL CREDIT:

Take a college course at your high school and earn credits at both your school and MCC.

DUAL ENROLLMENT:

Take a college course taught by an MCC instructor through MCC Online or at an MCC campus while completing your high school credits at the same time. Most of these will earn credit at your HS and at the college, check with your HS counselor to confirm HS credit.

EARLY COLLEGE ACADEMIES:

Complete high school and your associate degree by attending one of our academies on an MCC campus or online. Credit is earned for high school and for college at the same time.

Partnership Agreement

The Missouri Department of Education “encourages and supports partnerships between secondary schools and public two-year colleges including such initiatives as dual credit which allow secondary students to receive both high school and college-level credit for college-level courses” and provides the rules and regulations for partnership agreements. Statutory authority resides in RSM 167.2231.

Metropolitan Community College has partnership agreements in place for dual credit participants. Reasonable attempts to accommodate high school block/AB scheduling will be made. Classes run according to college calendar, guidelines, and specifications.

Student Eligibility

Students enrolled in CAP courses that are intended to transfer to other colleges and universities in the state must meet the higher eligibility requirements for enrollment in college courses established by the Missouri Coordinating Board for Higher Education (CBHE). These include minimum grade point average requirements, satisfactory scores on subject matter tests, and the recommendation of the high school principal and/or counselor. And, as is true for all MCC college students, they must meet all prerequisite requirements for any specific course such as minimum placement scores in Math, English, and Reading.

*See [Appendix B](#) for specific placement scores. Students should have Engl, Math, Read scores.

Eligibility requirements include:

- Juniors and Seniors with a 3.0+ cumulative GPA are eligible without a letter of recommendation.
- Juniors or Seniors must have a 2.5 -2.99 cumulative GPA (requires signature of high school Dual Credit Counselor and Parent on “Intent to Enroll” (ITE) and a letter of recommendation from principal or counselor.
- Sophomores must have a 3.0 cumulative GPA AND signature of HS DC Counselor and Parent on ITE and recommendation letters from the principal and school counselor.
- Freshmen must have a 3.0 cumulative GPA AND a composite score at the national 90th percentile or above on the ACT or SAT and signature of HS DC Counselor and Parent on ITE, and recommendation letters from the principal and school counselor.
- ACT or college placement exam scores within the eligibility range.

*Note: GPA calculation is unweighted

Student Enrollment Process

Step 1: First, students should talk to their HS counselor to see what options they have.

Dual enrollment is available to all students while some schools also have dual credit and/or early college academy opportunities. Home-school students should call (816) 604-1000 and ask to speak to an advisor at the campus they want to attend to assist with course selection and eligibility

Step 2: New students need to apply to MCC www.mcckc.edu/apply .

Applying for admission is free and only takes a few minutes. When students apply, their MCC Student ID is generated which they will need if for testing and for the enrollment process. When they apply, they should provide a personal email to receive their MCC Student ID and temporary password. Providing a SSN number in their application allows them to create their own password. If they do not receive this email, they should contact (816) 604-1000 for assistance.

Step 3: Take the Accuplacer placement test or use ACT scores (good for 3 years) if you are a new student

- New students may enroll in 1 course without a placement score (If the course selected does not have a score requirement such as Math or English.)
- To enroll in additional courses, you will need either the ACT or Accuplacer score. Contact your high school counselor to sign up for your testing date at the high school or students may schedule a time to test on campus by calling 816-604-1000 or visit (<https://mcckc.edu/testing/>).
- **All students will need either an ACT or an Accuplacer score. Students need to take all portions of the Accuplacer (Engl, Math, Read)**
- Required placement scores are found in [Appendix B](#)

Step 4: Enroll

- Dual credit (courses at a high school) will receive a digital enrollment packet in their high school email. Students select their courses and also complete:
 - Student Consent to Release Information form (FERPA)
 - Student and Parent Consent Form
 - Include a copy of ACT scores if you have it, if you are a new student. Accuplacer scores can be accessed by MCC staff.
- For Dual Enrollment and early college academies, students may need to attend an enrollment session or meet with an academic advisor for enrollment assistance
- *If a student is under 16 and wants to take an MCC course on campus, he/she will need to meet with the Dean of Students at that MCC campus

Step 5: Pay for classes

- High school students pay only 50% of the tuition cost. Visit <https://mcckc.edu/value/> to find your rate and then cut that in half! Payment options are available including monthly installments. You can call 816-604-1000 for more information on a payment plan. MCC will mail statements or invoices to your home address. Please note: *If your high school has a program or scholarship set up for dual credit courses please be sure to check with your counselor if payment is the student's responsibility.*
- Students who register for classes are required to pay their tuition and fees by the deadline posted at <https://mcckc.edu/value/paymentoptions.aspx#howtopay>. Students who do not pay account balances by the applicable payment deadline are subject to courses being dropped for non-payment.
- Checks returned by the bank as Insufficient are deposited a second time. If the check is returned again, the MCC account is placed on restriction and is charged the amount of the check plus a \$25 fee. Students on restriction cannot enroll, receive grades and/or transcripts.

**Note: Students enrolled in dual credit at their high school have later due dates. Due dates will be included in their enrollment packets.*

Step 6: Attend classes

Dropping or Withdrawing from a Course

Withdrawing is a formal withdrawal from a course. It is done by the withdrawal date included in the enrollment packet and shows as a "W" on the student's transcript. This shows the course was attempted, but it does not factor into the student's grade point average.

If a student wishes to drop a dual credit course and not be charged, a withdrawal form must be completed and submitted to the dual credit coordinator, advisor, or high school counselor. To have charges removed or reduced, you must officially drop the classes within the designated refund period as defined on the MCC website at <http://mcckc.edu/pay/refunds.aspx>. After the deadline, the student will be responsible for the full cost of the course.

If the student wishes to withdraw from a course and not receive a course grade, a withdrawal form must be submitted to the dual credit coordinator by the academic assessment deadline in the first 75% of the term. A "W" will be posted on the official college transcript. Students should be aware that transcribed Ws can negatively affect financial aid eligibility in the future.

Grades: How are dual credit final grades recorded?

Final grades for dual credit courses will be reflected on both the student's high school transcript and on the student's permanent college record. Because dual credit coursework becomes a permanent part of the student's college transcript, it is important for students to fully apply themselves in these courses.

College grades earned under dual credit are permanent and cannot be removed from a student's academic record.

Transcript Requests

Students may request an official MCC transcript online through their myMCCKC Student Center portal. Mailed transcripts are free of charge. Electronic transcripts can also be ordered through the National Student Clearinghouse. Please visit www.mcckc.edu/transcripts for more information.

Tuition

The Board of Trustees of Metropolitan Community College annually sets tuition and fees for all MCC courses and programs. MCC charges dual credit students at any area high school according to the same predetermined schedule of tuition and fees. Dual credit tuition and fees may be different from those set for on-campus courses, but they are the same at all high schools. MCC administration monitors costs in dual credit programs and sets tuition and fees in direct relationship to these costs.

Enrollment for dual credit courses is arranged by the high school. College tuition is paid to Metropolitan Community College at the rate of half of the cost of attending courses on one of the MCC campuses. The school or the student will be billed as established in the dual credit agreement.

For more information on tuition and fees for all of the MCC campuses, please go to <http://mcckc.edu/tuition>. The amount of tuition depends on where a student resides, in district, out of district, or out of state.

“In-District” rate

If the student is a resident of any of the following school districts:

- Belton
- Blue Springs
- Center
- Fort Osage
- Grain Valley
- Grandview
- Hickman Mills
- Independence
- Kansas City
- Lee's Summit
- Liberty
- North Kansas City
- Oak Grove
- Park Hill
- Raytown

Dual Credit Program Structure

Course Offerings

Working with the high school counselors, the district coordinators will confirm course lists one semester in advance of course offerings. High schools should fill out a new course form for any new courses. New instructors at the high school need to begin the approval and hiring process 1 semester in advance of when they plan to teach. See Appendix E for the timeline to identify courses offered and get new instructors approved before the start of a semester.

Course Rigor

District policies ensure that course content and course requirements of dual credit courses are directly comparable to the same courses taught on the college campuses. The course syllabus and content is approved by MCC to ensure academic rigor. The courses are taught by high school instructors with the same credentials as any MCC qualified instructor.

Support for dual credit courses

At MCC, responsibility for dual credit courses rests with the same academic administration that is responsible for all credit courses delivered on the college campuses. MCC administrators collaborate to ensure appropriate coordination in the delivery of dual credit courses across the district, including setting deadlines for approving new dual credit courses and those offered via non-traditional delivery mechanisms, developing common marketing and communications materials, and monitoring uniform implementation of dual credit policies and procedures.

Roles and Responsibilities

The Vice Chancellor of Instruction/Chief Academic Officer is responsible for:

- Provide assurance documents to the Coordinating Board for Higher Education (CBHE) that MCC is in full compliance with the CBHE guidelines on dual credit.
- Submitting an annual report verifying MCC's compliance with state policy guidelines.
- Final approver of new instructor qualifications.

Deans of Instruction are responsible for:

- Assuring the quality and supervising the delivery of dual credit courses.
- Ensuring that dual credit courses duplicate as closely as possible the same courses offered on the college campus.
- Certifying dual credit faculty to ensure the same qualifications are met as are required of adjunct faculty to teach the same courses on campus.

Division Chairs are responsible for:

- The collaboration, design and delivery of dual credit courses in much the same way that they collaborate in designing and delivering on-campus credit courses.

Discipline Dual Credit Coordinator/Faculty Mentor are responsible for:

- Providing support and assistance in offering the dual credit course and in ensuring that dual credit courses are equivalent to the same courses offered on the college campus in all substantive ways.
- Overseeing the assessment of student outcomes to ensure that such assessments are comparable to those required of students enrolled in on-campus courses.
- Dual credit instructors will be evaluated the first two semesters and then every fourth semester in accordance with MCC's adjunct quality policy.

High school Dual Credit Faculty are responsible for:

- Collaborating with MCC division chairs and designated MCC discipline mentor faculty in the design and delivery of dual credit courses.
- Attending dual credit orientation meetings. (Only new dual credit instructors are required to attend).
- Providing a syllabus to ensure that the course is equivalent. The MCC mentor may also ask for tests and grades.
- Verifying the class roster.
- Providing samples of student work to the MCC discipline mentor faculty if requested.
- Meet periodically with the MCC discipline mentor faculty.
- Submitting grades in a timely manner.

High school Dual Credit Coordinators and counselors are responsible for:

- Determining student eligibility and providing data to MCC.
- Arranging placement testing as required.
- Assisting in the enrollment process.
- Serving as a liaison between the high school and MCC.

MCC District Dual Credit Coordinators and responsible for:

- Work with high school counselors and instructors to confirm course lists prior to the start of each semester
- Provide forms to high schools for new instructors and new courses
- Manage the hiring process for new instructors (routing documents, obtaining signatures, confirming I-9, assisting instructors as needed through the HR application process)
- Create and send enrollment packets to dual credit students prior to the start of each semester (sent through the HS counselor)
- Participate in recruitment and admissions events, assist in the formation of new high school partnerships and new programs
- Maintain documentation for NACEP including MOU's, instructor evaluations, syllabi, new instructor and new course approval forms

Dual Credit Instructors

Faculty Qualifications

Dual credit faculty must meet the same qualifications required of adjunct faculty to teach the same course(s) on campus. Dual credit faculty are subject to the same evaluation systems and procedures as adjunct faculty teaching at MCC. The dean of instruction, in consultation with faculty, certifies faculty qualifications through transcripts and employment applications.

- For faculty teaching general education courses, the standard is a master's degree in the discipline to be taught, or a master's degree in a related field, 18 credits of which are at the graduate level.
- Career and technical education faculty, for both dual credit and on-campus courses may substitute verifiable work experience in the discipline, or 20 credit hours in the teaching discipline for the master's degree upon approval from the Vice Chancellor of Instruction/Chief Academic Officer.

Faculty Support

Each dual credit instructor is assigned an on-campus faculty member to provide support and assistance in offering the dual credit course and in ensuring that dual credit courses are equivalent to the same courses offered on the college campus in all substantive ways. The mentor faculty member may be a full-time faculty member or retired faculty member in the teaching discipline or a related discipline in the same academic division of the college. Mentor faculty may be assigned to more than one dual credit faculty.

MCC mentor faculty members confer at least once per semester with each dual credit instructor, including an orientation session that establishes agreement regarding course syllabi, approved texts, course assignments and requirements, and student outcome assessment. Such conferences may include meetings on campus or at the high school site, as well as other phone and e-mail communication, and these are documented for reporting purposes.

Dual credit faculty are evaluated by students and mentor faculty according to the same schedule and procedures used for adjunct faculty. That is, all dual credit faculty are evaluated for the first two semesters that they teach a course and every fourth semester thereafter. This evaluation is composed of a classroom visit.

Faculty/course evaluations are given to each dual credit student each semester. The faculty evaluation is sent to the dual credit faculty for review and signature. A summary of the student evaluation is sent to the Mentor, the MCC Division Chair, the dean of instruction, and to dual credit faculty.

Disciplinary actions

- A. Steps for non-compliance HS instructor not responding to faculty mentor after 2 attempts are made
 - 1) DC can provide contact to HS counselor and HS administration to see if HS admin can intervene/get communication going. If problem persists,
 - i) Faculty coordinator contacts Chair (follow adjunct process), may go up to Dean

- 2) Coordinator and campus admin meet with HS instructor and admin, and Dir. Instructional Initiatives
 - 3) If not resolved, may result in course being discontinued and instructor removed from MCC HR system
- B. Steps for poor faculty observations
- 1) Faculty coordinator meets with instructor and communicates in email and in person (or zoom) what needs to be improved. Director of Instructional Initiatives is copied and will notify HS principal
 - 2) Follow-up observation is conducted
 - 3) Dean, HS coordinator and instructor may also meet as a 2nd step
 - 4) If problem persists, course may be discontinued, and instructor removed from MCC HR system
- C. Course does not match MCC course information form or course expectations for rigor (Note: Syllabus should be reviewed before the start of the semester. If we have not received the syllabus in time, changes needed to be made asap and in the same semester the course is being offered).
- 1) Faculty coordinator meets with/ emails instructor and communicates needed changes. Director of Instructional Initiatives is copied, who will notify HS Principal. If problem persists,
 - 2) Director of Instructional Initiatives, program chair, faculty coordinator, dean, HS admin, and HS instructors will meet to discuss
 - 3) If problem persists, course may be discontinued, and instructor removed from MCC HR system

Assessment of Student Academic Performance

Students enrolled in dual credit courses are subject to the same assessments of student academic achievement as all other MCC students. Dual credit students must pass entry-level skills assessments in order to be placed in college-level English and Math courses. The performance of dual credit students in any course must also be assessed by the same summative measures used for on-campus students in the same courses, such as final common exams, capstone projects, portfolios, or other performance measures.

Dual credit students must also participate in assessments of general education competencies and, if appropriate, assessment of competencies in an academic major, in the same way that these assessments are implemented for all MCC students. (ie. If a research paper is required in the campus course, it is required in the HS course. If students are not allowed to retest in the campus course, they should not retake at test in the HS course).

Student Support

CAP students are provided access to on-campus support services, including counseling and advising, library services, learning and support (tutoring) services.

Academic Advising

Academic advising is available to help you select a field of study, get details about classes and programs, find registration information, drop/add a class, establish a degree plan, find transfer information and more. Students are strongly encouraged to meet with an academic advisor each semester to evaluate their academic progress. For additional information or assistance, check our advising webpage <https://mcckc.edu/advising>.

Disabilities Support Services

MCC provides support for all students with a documented disability. Services are available to any student who has a documented disability as defined by Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. Services include sign language interpreters, adaptive equipment and personal advising. All services are provided to make college life more accessible. For additional information or assistance, please consult information <https://mcckc.edu/disability-services/>.

Career Services and Student Employment

Career Services and Student Employment department offers a variety of services to enhance career development, assist with career decisions, and build skills for future educational and career success. MCC provides resources and assistance with the job search process, on campus employment during college, and off campus employment postings. Services include career exploration and planning, career counseling, resume and interview critiques, and on-campus/off-campus employment resources including web-based job postings. For location information and more, please consult information at career services <https://mcckc.edu/career-services/>.

Counseling Services

Counseling Services provides a host of services including individual counseling, group counseling, discussion groups, presentations, consultations, and referrals to local agencies. For additional information or assistance, please consult our counseling webpage <https://mcckc.edu/counseling/default.aspx>.

Tutoring

Individual, online and small group tutoring is available at no charge to MCC students on a first-come, first-served basis. There are also Writing Centers and Math labs available for support.

Blue River: 816.604.6770

Blue River: The Write Place, CC 137

Learning Specialist, at 816.604.6640

Longview: 816.604.2205

Longview: Learning Resource Building, 2nd Floor

Maple Woods:

Math Science: 816-604-3403

Reading and Writing: 816.604.3190

Maple Woods:

Reading-Writing Lab located in the Humanities building (HU-105)

Math-Science Lab located in the Math/Science building (MS-121)

Penn Valley: 816.604.4292

Supervisor, 816.604.4804

Learning Specialist in Math, 816.604.4291

Learning Specialist in Reading and Writing, 816.604.4450

Learning Specialist in Science, 816.604.4247

Penn Valley: Learning Resource Building, 2nd Floor

For tutoring services or to apply to be a tutor, please visit <https://mcckc.edu/tutoring/>

Dual Enrollment

Dual enrollment students enrolled in dual enrollment courses offered by one of the Metropolitan Community College Campuses earn college credit and may receive high school credit while completing these on an MCC Campus. Check with your high school to verify high school credit. Tuition costs are typically 50% of normal tuition. Check all tuition costs at <https://mcckc.edu/tuition> . Students enroll in MCC courses normally, as a college student would enroll.

Early College Academies

Students should check with their High school counselor for early college academy opportunities. Admissions/Acceptance into these programs is managed by the high school.

Appendix A – MCC Campus Contacts

Campus	Administration	Admissions/ Enrollment	MCC District Office
Blue River	Cheryl Winter Interim Dean of Instruction 816-604-6748 Cheryl.Winter@mcckc.edu	Keith Stiffler Enrollment Manager 816-604-5216 Keith.Stiffler@mcckc.edu	Glennie Whittaker Dual Credit Coordinator 816-604-1081 Glennie.Whittaker@mcckc.edu
CTE/ATSI	Lisa Bray Interim Dean of CTE & Advanced Technical Skills Institute Site Administrator 816-604-5281 Lisa.Bray@mcckc.edu	Carlton Fowler Enrollment Manager 816-604-4101 Carlton.Fowler@mcckc.edu	Jessica Gamarra Dual Credit Coordinator 816-604-1485 Jessica.Gamarra@mcckc.edu
Longview	Gretchen Blythe Interim Dean of Instruction 816-604-2631 Gretchen.Blythe@mcckc.edu	Maureen Pope Enrollment Manager 816-604-2362 Maureen.Pope@mcckc.edu	Glennie Whittaker Dual Credit Coordinator 816-604-1081 Glennie.Whittaker@mcckc.edu
Maple Woods	Jim Moes Interim Dean of Instruction 816-604-3048 James.Moes@mcckc.edu	Andy Minor Enrollment Manager 816-604-3125 Andy.Minor@mcckc.edu	Jessica Gamarra Dual Credit Coordinator 816-604-1485 Jessica.Gamarra@mcckc.edu
Penn Valley	Dean of Instruction (TBD)	Carlton Fowler Enrollment Manager 816-604-4101 Carlton.Fowler@mcckc.edu	Jessica Gamarra Dual Credit Coordinator 816-604-1485 Jessica.Gamarra@mcckc.edu
Online	Christine Howell Dean of Instruction 816-604-4307 Christine.Howell@mcckc.edu	Christal Waters Enrollment Manager 816-604-4356 Christal.Waters@mcckc.edu	Jessica Gamarra Dual Credit Coordinator 816-604-1485 Jessica.Gamarra@mcckc.edu

*For course availability, or new instructor processing, start with the dual credit coordinator

*For billing questions, start with the admissions/enrollment manager on campus

Appendix B – Placement Score Cut Offs

METROPOLITAN COMMUNITY COLLEGE

Placement CUT OFF - [Effective May 5, 2021](#)

For the latest placement scores, please visit <https://mckc.edu/testing/placement-test-scores.aspx>

ACT

GPA*

Next-Generation ACCUPLACER
or COMPANION (paper version)

ACCUPLACER***
or COMPANION (paper version)

ENGLISH

ACT - English	English Courses	GPA -	English Courses	Next-Gen ACCUPLACER Writing	English Courses	Accuplacer - Sentence Skills	English Courses
1-17	English Placement Undetermined	GPA < 3.0	English Placement Undetermined	200-231** 232-241**	ENGL 80	20-54** 55-79**	ENGL 80
18-36	ENGL 101	GPA >= 3.0	ENGL 101	OR 242-245 and reading required, recommended, or undetermined (still need to take the reading test)** 242-245 and no reading required OR 246-300	ENGL 90 ENGL 101	OR 80-85 and reading required, recommended, or undetermined (still need to take the reading test)** 80-85 and no reading required OR 86-120	ENGL 90 ENGL 101

**Must take MCC Writing test (essay) Score
1 --> Move from 80 to 90
3 --> Move from 90 to 101
999 --> Not changed

READING

Previous earned credit for ENGL 101 or higher OR taken >= 12 college level hours and earned a GPA >= 2.0 exempts student from taking the reading test (automatic placement in no reading required)

ACT - Reading	Reading Courses	GPA -	Reading Courses	Next-Gen ACCUPLACER Reading	Reading Courses	Accuplacer - Reading Comprehension	Reading Courses
1-14	READ 10	0.00-2.49	READ 10	200-229	READ 10	20-44	READ 10
15-17	READ 11	2.50-2.99	READ 11	230-247	READ 11	45-71	READ 11
18-22	READ 100 Recommended	3.00-3.39	READ 100 Recommended	248-255	READ 100 Recommended	72-84	READ 100 Recommended
23-36	No Reading Required	3.40-4.00	No Reading Required	256-300	No Reading Required	85-120	No Reading Required

MATH

ACT - Math	Math Courses	GPA -	Math Courses	Next-Gen ACCUPLACER Quantitative Reasoning, Algebra, and Statistics (QAS)	Math Courses	Accuplacer - Elementary Algebra	Math Courses
1-21	Math Placement Undetermined	0.00-2.94	MATH 31	200-240	MATH 31	20-40	MATH 31
22 or greater	MATH 115, 119, 120	2.95-3.29	MATH 85, 89, 95, 100, 102, 103	241-300	MATH 85, 89, 95, 100, 102, 103	41-90	MATH 85, 95, 100, 102, 103
26 or greater	MATH 130, 141, 150, 175, 180	3.15-3.29	MATH 99 linked with 120			91-120	MATH 115, 119, 120, 150
		3.30-4.00	MATH 115, 119, 120, 130, 141, 150, 175	Next-Gen ACCUPLACER Advanced Algebra and Functions (AAF)	Math Courses	Accuplacer - College Level Math	Math Courses
				200-209	Refer to QAS score	20-59	Refer to Elementary Algebra score
				210-236	MATH 99 linked with 120	60-90	MATH 130, 141, 175
				237-262	MATH 115, 119, 120, 150	91-120	MATH 180
				263-275	MATH 130, 141, 175		
				276-300	MATH 180		

GPA* - GPA is the Students high school (HS) 7th semester or final GPA. Students must have graduated within the last three years.

Placement is based on records from within the last three years. Highest placement will be used.

Updated May 5, 2021

Placement is based on records from within the last three years. Highest placement will be used. STUDENTS TAKING THE ACCUPLACER SHOULD TAKE ALL PARTS OF THE EXAM (ENGL, MATH, READ)

***Accuplacer (Classic) stopped being administered at MCC in January 2019 but scores within the last three years are accepted.

Appendix C – Course Identification and Faculty Hiring Timeline

<u>Dual Credit Course and Instructor Timeline</u>			
<u>Deadline</u>	<u>For High Schools Who Register Per Year</u>	<u>For High Schools Who Register Per Semester</u>	<u>MCC Responsibility</u>
April 1st	Provide course list and dual credit instructor list for the Fall and Spring semesters to the MCC campus contact person and MCC's Dual Credit Coordinator	Provide course list and dual credit instructor list for the Fall semester to the MCC campus contact person and MCC's Dual Credit Coordinator	Contact high schools for lists
April 30th	Faculty credentials due	Faculty credentials due	Process new hires
May 1st	Provide a list of student names who intend to enroll in a Fall and/or Spring dual credit course	Provide a list of student names who intend to enroll in a Fall dual credit course	Assist with arranging testing and admissions
September 15th (or 3rd Friday of the month)			Contact high schools for lists
October 30th		Provide course list and dual credit instructor list for the Spring semester to the MCC campus contact person and MCC's Dual Credit Coordinator	
November 1st		Faculty credentials due to MCC	Process new hires
December 1st (or 1st Monday of the month)		Provide a list of student names who intend to enroll in a Spring dual credit course	