

## DUAL ENROLLMENT WEB PAGE

To access the web page for dual enrollment, go to [www.msdelta.edu](http://www.msdelta.edu), Quick Links, Dual Enrollment.

### DUAL ENROLLMENT COORDINATOR

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*College Prep Instructor*

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DREAM BIG.  
PLAN WELL.  
**BE ANYTHING.**

The **dual enrollment program** at Mississippi Delta Community College allows current high school students to be enrolled at their high school and with MDCC simultaneously.

### COURSE OFFERINGS

Students participating in MDCC dual enrollment through their high school with their high school instructor, will be limited to taking MDCC core courses unless approved by the Vice President of Instruction.

A student may be enrolled in other courses through MDCC's eLearning provided the student meets the necessary requirements and with the permission of the MDCC Dual Enrollment Coordinator and the Vice President of Instruction.

\*All courses and programs offered by the college will meet the standards established as part of the institution's SACSCOC accreditations as well as any other specialized accreditations that may apply.

**VISIT US...**

[www.msdelta.edu](http://www.msdelta.edu)

### PRODUCED BY OFFICE OF INSTRUCTION

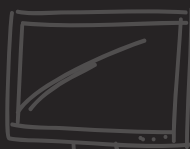
**Discrimination Notice:** Mississippi Delta Community College does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: The Associate VP for Institutional Effectiveness, Stauffer-Wood Administration Building, P. O. Box 668, Moorhead, MS 38761, 662-246-6558.

**ADA Compliance:** If a student has a disability that qualifies under the Americans with Disabilities Act (ADA) and requires accommodations, he/she should contact the Office of Student Disabilities Services for information on appropriate policies and procedures. Contact info: Frances Williams | Phone: 662-246-6251 | Fax: 662-246-8627 | Email: [fwilliams@msdelta.edu](mailto:fwilliams@msdelta.edu)



**DUAL  
ENROLLMENT**  
STUDENT INFORMATION  
AND SERVICES

## ADMISSIONS CRITERIA



Application for admission to Mississippi Delta Community College should be coordinated through the student's high school counselor or designated dual enrollment liaison in cooperation with MDCC's Dual Enrollment Coordinator. The counselor will submit an official high school transcript, counselor verification form, a completed MDCC application for admission, and ACT scores if the student has requested College Algebra or English Composition.

The following are criteria for admission into the dual enrollment program:

- Fourteen (14) core high school units
- Minimum grade point average of 3.0 on a 4.0 scale
- Recommendation by the high school principal and/or guidance counselor
- ACT sub-score of 17 in English to qualify for English Comp I (ENG 1113)
- ACT sub-score of 19 in Mathematics to qualify for College Algebra (MAT 1313)
- If a student has not completed 14 core high school units, admission will be granted with a 3.0 GPA on all high school courses AND a minimum ACT score of 30 or the equivalent SAT score.

## ADVISING

Academic advising and counseling is provided in coordination with the high school counselor and the dual enrollment coordinator.

## ATTENDANCE/WITHDRAWAL

Students wishing to withdraw from a class should contact their school counselor about using the correct process. Those not completing proper withdrawal procedures will receive an 'F' in the course.

## BOOKSTORE SERVICES

Students may acquire their textbooks through the MDCC campus bookstore.

Tanner Building, Room 103  
Moorhead Campus  
Hours of Operation:  
Monday through Thursday  
8:00 a.m. - 4:30 p.m.

Contact:  
Jeri Kay Jones, Manager  
jjones@msdelta.edu  
(662) 246-6446

## BUSINESS OFFICE

The Business Office is the financial hub of Mississippi Delta Community College. This office is responsible for billings and processing of tuition and fee payments, third party billings, and the disbursement of excess financial aid and other funds.

The Business Office is located in the Boggs-Scroggins Student Center on the Moorhead campus. Office hours are Monday-Thursday, 8:00 a.m. to 5:00 p.m.

Tuition charges and other costs for college courses are the responsibility of the parents or legal guardians of participating students unless these costs are covered by grants, scholarships, or the school district. Regardless of the source of payment, all levied charges and fees must be paid directly to the college. Student grades will not be released to the school district until all student debts are paid in full. Tuition charges for students participating in this program will be reviewed annually and, if changes are made, notice will be given to the school district before classes begin. Students are responsible for acquisition of textbooks through the campus bookstore or through other means.

## CALENDARS/IMPORTANT DATES

For all events and dates, visit the web site and click on the calendar on the home page.

## CATALOG/STUDENT HANDBOOK

The handbook may be found by going to the web site, clicking on Current Students, Catalog/Student Handbook. This book contains complete information on policies regarding academics, programs, courses, grievance procedures, history of the institution, disciplinary action, and many other policies and procedures.

## COMPUTER SERVICES

For help with logging in to your student e-mail account, Banner, or Canvas, Computer Services can be found on the web site by choosing Quick Links, Computer Services. Instructions for setting up your phone to receive your school email may be found at this location also.

## DISABILITY SERVICES

If a student has a disability that qualifies under the Americans with Disabilities Act (ADA) and requires accommodations, he/she should contact the Office of Student Disabilities Services for information on appropriate policies and procedures. Contact info: Frances Williams | Phone: (662) 246-6251 | Fax: (662) 246-8627 | Email: fwilliams@msdelta.edu

## ELEARNING

For help navigating your Canvas course, contact the Office of eLearning (662) 246-6319.

## LIBRARY

MDCC's Library grants access to many online resources and databases. Database log in information may be found within a student's course in Canvas. The library page can be accessed at: [www.msdelta.edu](http://www.msdelta.edu), Quick Links, Library.

## STUDENT COMPLAINTS/GRIEVANCES

MDCC is committed to creating and maintaining a community where students, faculty, administration, and staff can work together in an atmosphere of mutual respect, functioning in one accord, with institutional policies and procedures. A student may use the procedures as outlined in the Catalog/Student Handbook for instructional and non-instructional complaints.

## TRANSCRIPT (HIGH SCHOOL)

Once a senior graduates, a final high school transcript with the graduation date must be mailed to Admissions, PO Box 668, Moorhead, MS 38761 as soon as possible. This is a requirement in which to participate in dual enrollment.

## TRANSPORTATION

Students, their parents or legal guardians are responsible for arranging transportation for courses taught at sites away from the high school campus.

## TUTORING SERVICES

Dual Enrollment students have access to NetTutor which is an online service offered to students free of charge through their Canvas account. Just click on the course with which help is needed, click on NetTutor, and get the help you need from a credentialed professional.

