MACC
the college for you.

TO: Brad Ellebracht, Principal
Mexico Senior High School
FROM: Michele McCall, Dean of Student Affairs &
Enrollment Management
DATE: June 18, 2026
RE: Dual Credit Agreement

Enclosed is the Dual Credit Agreement for the 2026-2027 school year. After reviewing the agreement, have the appropriate people sign on Page 3, and send the Agreement back to me in the enclosed envelope. After Dr. Martin, President of MACC, has signed the Agreement, I will mail a copy to you for your records.

We will be contacting your school counselor to set up an enrollment date. If you already have a specific date in mind, please contact Shannon Crist at 660-263-4100 ext. 11331 or shannonc@macc.edu.

We are looking forward to working with your school and students again this year. Fees/tuition rates for dual credit and dual enrollment will be $84 per credit hour. Dual credit online classes will be $84 per credit hour, plus the cost of the book(s).

MACC is offering the following designated dual credit online courses. This is an additional opportunity for your students to earn more college credit while in high school. For more information, please contact Shannon Crist.

ACC110	Personal Finance
ART101	Art Survey & Appreciation I
BHS100	Introduction to Behavioral Health
BIO101	Biology
BIO105	Introduction to Conservation Biology
BIO205	Human Anatomy with Lab
BUS100	Introduction to Business
ECN101	Macroeconomics
GEO101	World Geography
HSC171	Medical Terminology
HST105	American History to 1865
HST106	American History from 1865-Present
LAL101	Composition I
LAL255	Women's Literature
LAL275	Classical Mythology
MTH140	College Algebra
MUS105	Music of America
PHI152	Introduction to Ethics
PHY101	Foundations of Physical Science
PSY101	General Psychology
PSY250	Abnormal Psychology
SOC101	Sociology
SPK101	Public Speaking

Please don't hesitate to call if you have any questions.

Enclosures: Dual Credit Agreement

Dual Credit Agreement

This agreement is entered into by Mexico Public School District # 59 and Moberly Area Community College (MACC) and shall be called the Dual Credit Agreement.

PURPOSE: The purpose of Dual Credit is to promote learning opportunities for Missouri's high school students, enabling students to receive both high school and college credit for classes taken through MACC.

STUDENT ELIGIBILITY: Public school district high school students will be eligible to participate by:

1. Enrolling in at least one course for credit at the high school.
2. Meeting the entrance requirements of MACC
4. Satisfying the prerequisite course or skills required by MACC.
5. Meeting course placement requirements. In order to be eligible for dual credit courses, including career and technical education (CTE) courses, all prospective dual credit students must meet the same requirements for placement into individual courses, (e.g., English or mathematics) as those required of on-campus students.

In addition to the requirements listed above, students in the 11th and 12th grades interested in dual credit must also meet the additional criteria listed below:

1. Students in the 11th and 12th grades with an overall minimum grade point average of 3.0 (on a 4.0 scale) are automatically eligible for dual credit courses.
2. Students in the 11th and 12th grades with an overall grade point average between 2.5-2.99 (on a 4.0 scale) must provide a signed letter of recommendation from their principal or guidance counselor and provide written permission from a parent or legal guardian.

In addition to the requirements listed above, students in the 9th and 10th grade interested in dual credit must also meet the additional criteria listed below:

1. Students in the 10th grade must have an overall minimum grade point average of 3.0 (on a 4.0 scale) and must provide a signed letter of recommendation from their principal and guidance counselor and provide written permission from a parent or legal guardian.
2. Students in the 9th grade must have an overall minimum grade point average of 3.0 (on a 4.0 scale), score at the 90th percentile or above on the ACT or SAT, and provide a signed letter of recommendation from their principal and guidance counselor and provide written permission from a parent or legal guardian.

FACULTY QUALIFICATIONS: High school instructors teaching general education courses shall have

a master's degree that includes substantial study (a minimum of 18 semester hours) appropriate to the academic field in which they are teaching.

PROFESSIONAL DEVELOPMENT AND EVALUATION: Dual credit instructors are required to participate in at least one orientation and/or discipline specific professional development activity provided by MACC each school year. (New to MACC Dual Credit instructors are required to participate in an orientation and a professional development activity their first year.) Dual credit instructors will be evaluated according to MACC's evaluation policies for part-time/adjunct faculty.

COURSES AND SYLLABUS: Any "post-secondary" course offered by MACC may be taken for Dual Credit. The MACC common syllabus must be followed.

COLLEGE CREDIT TRANSFER: Hours earned in Dual Credit courses taken as part of an AA degree will transfer to other Missouri Public Institutions under the College Transfer: Guidelines for State Transfers and Articulation among Missouri Colleges and Universities.

- Moberly Area Community College is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools and by the National Alliance of Concurrent Enrollment Partnerships (NACEP).

- Students are responsible for conferring with both their high school counselor and a counselor from the college in question to confirm credit transfer. MACC advisors will assist in the process.

ENROLLMENT: Responsibilities for enrolling students shall be shared by the Public School District and MACC as follows:

1. The high school will complete a pre-enrollment of high school classes, identify students interested in the Dual Credit program, and set a schedule with MACC.

2. MACC advisors will advise, screen, and enroll students in appropriate Dual Credit classes.

3. Dual credit students must follow the same academic and registration policies as all other students at MACC.

ATTENDANCE: Students enrolled in a Dual Credit class at their high school will be subject to the attendance policy of their high school district. Students enrolled in a Dual Credit class or Dual Credit Online class at MACC will be subject to the attendance policy of MACC.

CALENDAR: Students enrolled in a Dual Credit class at their high school will follow the individual high school academic calendar. Students enrolled in a Dual Credit class or Dual Credit Online class at MACC will follow the MACC academic calendar.

FEES: Tuition and fees will be paid by the student or student's parent/guardian to MACC according to the payment policy. College credit courses offered by Moberly Area Community College will follow the same fee schedule and polices as all other MACC Dual Credit courses.

STUDENT COLLEGE ID'S: All Dual Credit students are issued a college ID which allows them access to support areas such as the LARC (Library and Academic Resource Center) on the Columbia, Hannibal, Kirksville, Mexico and Moberly campuses, and other student privileges accorded to students.

TRANSPORTATION: The student is responsible for transportation between schools if applicable. Neither the Public School District nor MACC assume liability in this matter.

TEXTBOOKS/OTHER MATERIALS: It is the responsibility of the High School to provide lab equipment, lab supplies and MACC-approved textbooks to high school students enrolled in the in-seat MACC Dual Credit courses. Dual Credit Online textbooks are the responsibility of the student.

PAYMENT: For instruction provided by the high school, payment in the form of an adjunct instructor stipend will be paid by MACC to the school.

Once enrollment is complete, schools will be issued a Dual Credit Contract, which includes the course listings and the payment amounts. The contract should be signed and mailed back to Student Affairs. It must be received by MACC before payment can be made. Payments are made according to the MACC payment schedule.

Final payment will not be awarded until the MACC Registrar receives final grades. Final grades should be submitted on the form provided by the college along with a copy of the instructor's grade book.

Pay Scale
(Based on a three credit hour course)

# of students	Pay Per Credit Hour	Total Pay to Instructor
10 & up	$650	$1,950
9 students	$585	$1,755
8 students	$520	$1,560
7 students	$455	$1,365
6 students	$390	$1,170
5 students	$325	$975
4 students	$260	$780
3 students	$195	$585
2 students	$130	$390
1 student	$65	$195

☐ **Dual Credit Online (DCON) classes only**

Approved this Day
the 6 of June, 20 26.
by Mexico Public School District # 59.

President, School Board

Secretary

Mrd Glenn, Principal MHS

Superintendent

Approved this Day
the _____ of _____, 20____.
by Moberly Area Community College

President, MACC