



State Fair

Community College

Dual Credit
Dual Enrollment

Student and Parent Guidebook

2026 - 2027



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Fall 2026

Important Dates

April 1 *Fall Enrollment opens for Dual Credit/Dual Enrollment and SFCC Students*

May 29 *Priority Deadline for Dual Credit/Dual Enrollment*

October 30 *Fall Tuition and Fees Due*

October 19-22 *Fall Break*

16 Week Classes

August 24 - December 18

August 20	Last Day for Enrollment Forms
August 24	Classes Begin
August 28	Last day to Drop with 100% refund
December 11	Last day to drop with W (No Refund)
December 18	Classes End

12-A Week Classes

August 24 - November 20

August 20	Last Day for Enrollment Forms
August 24	Classes Begin
August 28	Last day to Drop with 100% refund
November 13	Last day to drop with W (No Refund)
November 20	Classes End

12-B Week Classes

September 21 - December 18

September 17	Last Day for Enrollment Forms
September 21	Classes Begin
September 25	Last day to Drop with 100% refund
December 11	Last day to drop with W (No Refund)
December 18	Classes End

Dual Credit High School

August 24 - December 18

September 17	Last Day for Enrollment Forms
August 24	Classes Begin
September 23	Last day to Drop with 100% refund
December 11	Last day to drop with W (No Refund)
December 18	Classes End

Spring 2027

Important Dates

November 2

Spring Enrollment opens for Dual Credit/Dual Enrollment

December 18

Priority Deadline for Dual Credit/Dual Enrollment

March 26

Spring Tuition & Fees Due

March 15 - 19

Spring Break

16 Week Classes

January 19 – May 14

January 12	Last Day for Enrollment Forms
January 19	Classes Begin
January 25	Last day to Drop with 100% refund
May 7	Last day to drop with W (No Refund)
May 14	Classes End

12-A Week Classes *(SENIORS MUST ENROLL IN THIS TERM)*

January 19 – April 16

January 12	Last Day for Enrollment Forms
January 19	Classes Begin
January 25	Last day to Drop with 100% refund
April 9	Last day to drop with W (No Refund)
April 16	Classes End

12-B Week Classes

February 16 – May 14

February 9	Last Day for Enrollment Forms
February 16	Classes Begin
February 22	Last day to Drop with 100% refund
May 7	Last day to drop with W (No Refund)
May 14	Classes End

Dual Credit High School

January 4 – May 14

February 2	Last Day for Enrollment Forms
January 4	Classes Begin
February 2	Last day to Drop with 100% refund
May 7	Last day to drop with W (No Refund)
May 14	Classes End

Introduction

State Fair Community College provides high school students with the opportunity to jump-start their college education through dual credit and dual enrollment programs. These programs enable students to take college-level courses and earn college credit—while potentially fulfilling high school requirements simultaneously. SFCC partners with participating high schools to deliver these programs, helping students advance academically and prepare for future success.

By earning college credits while in high school, students can significantly reduce both the time and financial cost of obtaining a college degree. Participating in both high school and college courses helps students develop essential time management skills and explore various subjects and majors that help aid in career decision-making. Programs like dual credit and dual enrollment offer financial savings, a seamless transition to college, enhanced preparedness, and opportunities for personal growth.

What Is Dual Credit?

Dual Credit offers eligible high school students the opportunity to take college-level courses at their high school, taught by their high school teachers who meet SFCC qualifications. These courses follow the same curriculum, utilize the same technology, and maintain the same learning expectations as SFCC's on-campus college classes, ensuring a consistent and rigorous academic experience. Students will earn credit from both SFCC and their high school. Additionally, dual credit courses are recorded on the student's official SFCC transcript, establishing their permanent college record.

Dual Credit Eligibility and Requirements

To be eligible to take ***dual credit*** courses at SFCC, you must meet the following criteria:

- Senior or junior with a 2.5 equivalent GPA or better and have permission from your counselor or principal, or
- Sophomore with a 3.0 equivalent GPA or better and have a permission from your counselor or principal, or
- Freshman with a 3.0 equivalent GPA or better, a subscore in the 90th percentile of a course's subject area, and have permission from your counselor or principal; and
- Be recommended for dual enrollment by the high school counselor or principal. Written recommendation is considered by the signature on the Dual Credit/Dual Enrollment Form.
- A copy of the student's high school transcript, along with placement test scores if completed, will need to be sent to SFCC. If ACT is taken, scores must be sent directly from the College Board or must be on the student's high school transcript.
- Have appropriate [placement scores](#) for math, reading and writing on tests such as ACT or ACCUPLACER.
- Permission of parent or guardian is required

What Is Dual Enrollment?

Dual Enrollment offers eligible high school students and homeschool students with the opportunity to take college-level courses on SFCC campus or online. Dual enrollment courses are taught by SFCC faculty and may be offered in person at our SFCC campuses, or online. In some instances, college credits may also fulfill high school graduation requirements. Students should consult their high school to verify if this option is available.

Dual enrollment courses are recorded on the student's official SFCC transcript, establishing their permanent college record.

High school students who take dual enrollment courses can explore subjects not typically offered in the high school curriculum. They can explore areas of interest, pursue advanced topics, or get a head start on their intended college major. This opportunity can help student make a more informed decision about their further educational and career paths.

Dual enrollment provides high school students with the opportunity to explore a wider range of subjects beyond the traditional high school curriculum. By exploring advanced topics and potential college majors, dual enrollment can also help students make a more informed decision about their future academic and career paths.

Dual Enrollment Eligibility and Requirements

To be eligible to take ***dual enrollment*** courses at SFCC, you must:

- Be recommended for dual enrollment by the high school counselor or principal. Written recommendation is considered by the signature on the Dual Credit/Dual Enrollment Form.
- Students **MUST** have a high school GPA.
- A copy of the student's high school transcript, along with placement test scores if completed, will need to be sent to SFCC. If ACT is taken, scores must be sent directly from the College Board or must be on the student's high school transcript.
- Have appropriate **placement scores** for math, reading and writing on tests such as ACT or ACCUPLACER.
- Student must be 16 years of age, if student is not 16, written approval from high school will be required
- Permission of parent or guardian is required

Benefits of Dual Credit/Dual Enrollment

Dual credit and dual enrollment offer a variety of benefits for high school students:

Earn College Credit: Students can earn college credits while still in high school.

Save Money: By earning college credits early, students can reduce the overall cost of college tuition and fees.

Accelerate Degree Completion: Students can graduate from college faster by transferring college credits earned in high school.

Improve Academic Performance: Dual credit courses can challenge students and prepare them for the rigor of college-level coursework.

Enhance College Readiness: These programs can help students develop the study skills, time management skills, and academic maturity needed for college success.

Explore Academic Interests: Students can explore different academic fields and identify potential majors or career paths.

Gain a Competitive Edge: Earning college credit in high school can make students more competitive in the college admissions process.

By taking advantage of dual credit and dual enrollment opportunities, high school students can position themselves for success in college and beyond.

Application and Enrollment

1 - Apply Online

All new applicants must complete the free online application- <https://connect.sfccmo.edu/apply/>

-Students will first create an account (using name, date of birth and email address. *Please do not use your high school email address and use an email account you check regularly*).

-Students will receive an activation code, create a password and then log into the SFCC portal to complete the online application. *Be sure to read and answer each question before submitting.*

-Once you submit the application, watch your email for follow up information regarding your application status and your next steps.

2 – Choose Your Classes and Complete Placement Testing if Needed

Students can search for classes online or talk to their high school counselor to see what is available.

Search for classes: https://starssb.sfccmo.edu/PROD/tab_course_search.p_course_search

*students who are choosing classes at their specific high school will choose the Dual Credit-High School for the campus location

*students who are searching for online classes will choose Online for the campus location

*students who are searching for on campus classes will choose their campus location

Some classes require placement testing, with appropriate test scores (ACT or Accuplacer Exam).

Placement testing ensures students have the necessary foundational skills to be successful in their college classes. The goal is to place students in classes that align with their current abilities, maximizing their success. See testing section for more information.

Some students may be able to take the Accuplacer exam at their high school (if available) or students can contact the SFCC Testing Center directly to schedule your Accuplacer exam.

3 – Complete and Submit Required Documents for Enrollment

Complete the Dual Credit / Dual Enrollment Form and the FERPA Release Form, found at the back of this book and/or on the website, www.sfccmo.edu/dualcredit. Forms will also be provided by the high school counselor.

-Once forms are complete, please submit to the high school counselor (or homeschool affiliate) for final approval

-Be sure all sections of the enrollment form are completed.

-Double check ID number, date of birth, graduation date and all listed information for your class choice.

Once school approves dual credit/dual enrollment request, all documentation will be sent to dualcredit@sfccmo.edu

- *Dual Credit/Dual Enrollment Form*
- *FERPA Form*
- *High School Transcript*

4 – Check Your Email for Information Regarding your Enrollment Status and Next Steps

Students will receive an email once they are enrolled in their dual credit/dual enrollment classes. Other information will also be shared to ensure students are prepared for their classes, such as how to access Experience and their SFCC email, how to order textbooks and more.

Students can also access Dual Credit Orientation that is located in Canvas.

Testing Information

Many SFCC dual credit and dual enrollment courses require certain placement scores be attained before a student is eligible to enroll. The ACT or ACCUPLACER placement test scores are used to place a student in classes that are appropriate based upon skill level.

The ACCUPLACER is offered at approved high schools and at these SFCC campus locations:

Boonville
Clinton
Lake of the Ozarks
Sedalia
Whiteman Air Force Base

Check with your school counselor to see if you can take the ACCUPLACER at your high school. Visit www.sfccmo.edu/testing for ACCUPLACER test resources and how to make an appointment to take the test at one of SFCC's campuses.

testing@sfccmo.edu

(660) 530-5818

<https://www.sfccmo.edu/offices-services/testing-services/>

Multiple Measures

If a student does not meet a course prerequisite after testing, the student may qualify for a multiple measure if he or she has a 3.0 unweighted, cumulative GPA.

Multiple Measures refers to using both GPA and test scores to assess and determine a student's eligibility for enrollment into specific classes.

-Multiple Measures only applies to English 101, MATH 112, MATH113, MATH 114, MATH119.

-Students should check with their high school counselor to determine if they qualify for a multiple measure.

Note: A current high school transcript must be on file at SFCC for multiple measure advancement.

2026 – 2027 Tuition *(pending Board approval)*

Dual credit and dual enrollment courses offer a cost-effective way for students to earn college credit. These courses are offered at a significantly reduced tuition rate compared to standard college classes.

- \$79 per credit hour
- \$94 per credit hour for online classes
- Applicable lab and/or textbook fees apply, depending on the course taken

Note: *Several classes offer Direct Access books so a digital book and courseware is automatically placed in your canvas shell. A special fee will apply for Direct Access courses to replace the cost of purchasing course materials.*

*Dual credit and dual enrollment courses are offered at a significantly reduced rate, therefore students taking classes through SFCC dual credit/dual enrollment program are not eligible for financial aid. However, the Missouri Department of Higher Education and Workforce Development currently offers a scholarship for qualifying dual credit and dual enrollment students. Please visit <https://dhewd.mo.gov/ppc/grants/DCDE.php> for more information.

Online Classes

High school students have the option to enroll in selected online classes, offering the flexibility to complete coursework at times and locations that suit their schedules. Students are required to meet the deadlines outlined by the course syllabus to ensure timely completion of all assignments.

Reliable high-speed internet access is required to participate effectively. While using high school internet can be helpful, relying solely on it is not recommended, as high school schedules and cancellations may interfere with timely completion of coursework.

Some courses may require the use of Microsoft Office tools such as Word, PowerPoint, and Excel. Students can access Microsoft Office 365 through the Office Portal on their Okta app page.

Students will gain access to their online classes in Canvas three days before the official start date. It is encouraged to log in early to familiarize yourself with the course materials and ensure you are prepared.

Please note that online classes require completion of an attendance assignment by a specified deadline. Failure to complete this assignment will result in being dropped from the course as “non-attending.”

On Campus Classes

High school students can take classes on the SFCC campus during the school day, if approved by the student’s high school, as well as evening classes. In addition to the main campus location in Sedalia, students can take selected classes at SFCC’s extended campus’s in Clinton, Boonville, Jefferson City, Whiteman Airforce Base, and Lake Ozark campus locations. Students are required to meet the deadlines outlined by the course syllabus to ensure timely completion of all assignments.

Reliable high-speed internet access will be needed to participate effectively as many assignments will be completed through Canvas. While using high school internet can be helpful, relying solely on it is not recommended, as high school schedules and cancellations may interfere with timely completion of coursework.

Some courses may require the use of Microsoft Office tools such as Word, PowerPoint, and Excel. Students can access Microsoft Office 365 through the Office Portal on their Okta app page.

Some courses may require additional software that could present compatibility challenges for Chromebook users.

Students will have access to their classes in Canvas three days before the class officially begins. Please log in early to be sure you are prepared for class.

Course Materials

Ordering your college textbooks and course material is a crucial step for college success.

The SFCC Campus Store offers students books in many formats, depending on your class selection.

Most courses offer new, used, rental and e-book options.

Failure to return textbooks by the due date will result in the student's account being charged the full price of the book(s), and a hold will be placed on the account until payment is received by the Business Office. This hold will prevent enrollment in future semesters, and if the student is already enrolled in the next semester, their courses may be dropped.

To order SFCC Textbooks:

- Log into the SFCC Okta Screen: sfccmo.okta.com
- Choose the Experience app
- Click on the Student tab, located in the navigation pane on the top of the screen
- Click on “OPEN STUDENT DASHBOARD”
- Select “Get Books From Campus Store” located under your student profile.
- You **must** order your books online

-Students can pick up their *ordered* textbooks from the Sedalia Campus Store.
Textbooks must be picked up within 3 days.

-Students can have their textbooks shipped directly to them.
SHIPPING RATES APPLY

-Several classes offer Direct Access books so a digital book and courseware is automatically placed in your canvas shell.

*It is the students' responsibility to purchase all required course materials.

***Please be sure to read all sections of the textbook information
and be sure to keep your SFCC Campus Store Receipts.***

Payment Information

Once students have been enrolled into their selected courses, they will receive a bill at the address provided on the online application. By enrolling in classes, students accept responsibility for payment of all tuition and fees due to the college. If students change their minds about a course after the drop deadline has passed, they are still responsible for 100% of the tuition and fees due to the college.

Failure to pay a tuition balance by the due date will create an account hold and students will be unable to make schedule changes, enroll in subsequent classes or receive a transcript until payment is complete.

Fall bills are due by the last Friday in October,

Spring bills are due by the last Friday in March.

Payment Options

There are four methods of Payment Options:

-In person at the cashier window at Sedalia, Boonville, Clinton, or Lake of the Ozarks locations

-Online through OKTA log in (please note students will need to disable all pop-up blockers to enter the Payment Center)

-Click on 'Pay My Bill' box

-Over the phone using your credit/debit card by calling the Business office at (660) 530-5826

-By mailing payments to the SFCC Business office at 3201 W. 16th St., Sedalia, MO 65301

Department of Higher Education and Workforce Development (DHEWD) Scholarship

High school students may be eligible to receive a needs-based scholarship from the Department of Higher Education and Workforce Development that covers the tuition and fees for their dual credit courses. To qualify, students must meet specific requirements, complete the application and provide the needed documentation. For more information about the Dual Credit/ Dual Enrollment Scholarship, please visit the Dual Credit/Dual Enrollment Scholarship page on the Department of Higher Education and Workforce Development website at: <https://dhewd.mo.gov/ppc/grants/DCDE.php>.

Dropping A Class

Every school district has different policies in regards to dual credit and dual enrollment, however, students must have school approval to drop SFCC classes. Students should consult with their counselor, principal, or homeschool affiliate to discuss what options may be available before dropping the class.

There are several important factors that students should consider before dropping a class:

- Be aware of refund dates. The 100% refund date is typically five days after the start of class but may vary and will depend on the class part of term. You can see the specific refund date on the academic calendar, in the course syllabus or you can contact the DC/DE office.
- If a course is dropped after the 100% refund date, the student is still responsible for 100% of tuition and fees.
- Students should consult with their instructor before dropping any course.

If drop request is approved, the high school will submit a drop request form to dualcredit@sfccmo.edu that includes the students name, the appropriate title of the course, and the date of the request.

Responsibility lies with the student/high school to initiate the drop/withdrawal from any college credit course. Communicating a desire to drop a class to an instructor or counselor does not automatically mean the student is dropped. Communication must be received by the Dual Credit/Dual Enrollment office at SFCC before the 100% refund deadline to be eligible for a refund.

How to Log into SFCC Systems

SFCC systems hold important information for students. Through the SFCC Okta system, students will have access to mySFCC, where they can check their schedule, view their grades, pay their bill and more. Students will also access their SFCC email and access Canvas through SFCC Okta.

The first-time students log in they will go to: **sfccmo.okta.com**

Username is located on your acceptance letter. It will be your first initial and last name, some students will have a number following (example: roadrunner1)

Password: your birthday as MM-DD-YYYY, a dash and your capitalized first and last initials (example: 01-01-2006-RR)

Students will be asked to

Change their default password

Configure password recovery methods

Set up Multi-Factor Authentication (MFA)

** Multi-factor authentication occurs when students are required to use a secondary authentication factor to verify the correct student is logging on. Students begin by using a username and password. After submitting the username and password, a message is sent to the students smartphone in **Okta Verify App** which can then be accepted or type in a code sent via text messaging (SMS) or **voice call**. This will then finish the login process to your SFCC applications. The secondary factor is to secure your access.*

More information can be found at: <https://www.sfccmo.edu/its-knowledge-base/usernames-passwords-for-students/#post-1691>

Once Logged In, student will open their SFCC Okta portal.

Navigation Information

The image shows a screenshot of the Okta 'My Apps' page. The page has a sidebar on the left with the Okta logo, a search bar, and a list of apps including 'My Apps', 'Add section', 'Notifications', and 'Add apps'. The main area displays a grid of app tiles: 'Experience', 'Canvas LMS', 'Starfish', 'Microsoft Office 365 Mail', and 'Microsoft Office 365 Office Portal'. Five callout boxes with arrows point to these tiles, providing descriptions for each.

Experience is your Student Portal

Canvas is a web-based learning management system. Students will access and manage assignments, exams and more for their on campus and online classes.

Starfish is a student success tool that allows you to connect with the support you need for your student success. Throughout the semester you may receive a Starfish email from your instructor about your grades and academic performance. These emails are sent to help you be successful, so pay attention to them and follow up with your instructor.

Microsoft Office 365 Mail will take you to your SFCC email. You will want to be sure you are checking this daily for information from your instructors and SFCC.

Through SFCC, students have free access to Office 365, including Word, PowerPoint, Excel and more!

SFCC Technology



Experience

Experience:

Experience is SFCC's informational portal and the place where students can pay their bill and check their grades, access student email, library databases and view campus news and events. It is extremely important that students check Experience several times a week to read announcements and check messages.

State Fair Community College

Human Resources Library News and Information Pay My Bill Payroll & Finance Safety / Security **Students** [VIEW ALL CARDS](#)

Student Dashboard
Quick access to student information.
[OPEN STUDENT DASHBOARD](#)

SFCC Online
Canvas is the online Learning Management Software (LMS).
By taking courses, you can expect to receive notification emails from [Canvas](#) which will come from notifications@instructure.com. It is important that you check your Inbox and Clutter or Junk Mail folders, just to be safe.

Classes
Last updated Jun 8, 2026, 4:57 PM
Spring 2019
[BIO 121 Microbiology](#)
Wed 5:30 PM - 8:20 PM
Hybrid, Yeater Building 147
Jan 14, 2019 - May 17, 2019
[BIO 126 Biology II w/Lab](#)
Mon 9:00 AM - 9:50 AM
Lecture/Lab, Heckart S & AH Center 802
Jan 14, 2019 - May 17, 2019
Wed/Fri 9:00 AM - 11:50 AM

I Need To...
[Apply for graduation](#)
[Change my program/catalog year](#)
[Guide to Changing my Program/C...](#)
[Change my name or social securit...](#)
[Submit Guided Self-Placement Con...](#)
[Check Academic Dates and Deadli...](#)
[Explore degree options](#)
[Submit Student Consent to Releas...](#)

Navigator (Advising)
You are paired with a personal Navigator (advisor) to help you plan your academic journey, overcome challenges, and stay on track for graduation.

TRIO Student Support Serv...
[APPLY NOW](#)

Degree Works
Degree Works is an audit that combines degree or certificate requirements and coursework into an easy-to-read worksheet that shows

Academic Appeals
• The SFCC Grievance and Appellate Process – In accordance with Regulation 1385. SFCC provides students



Microsoft Office
365 Mail

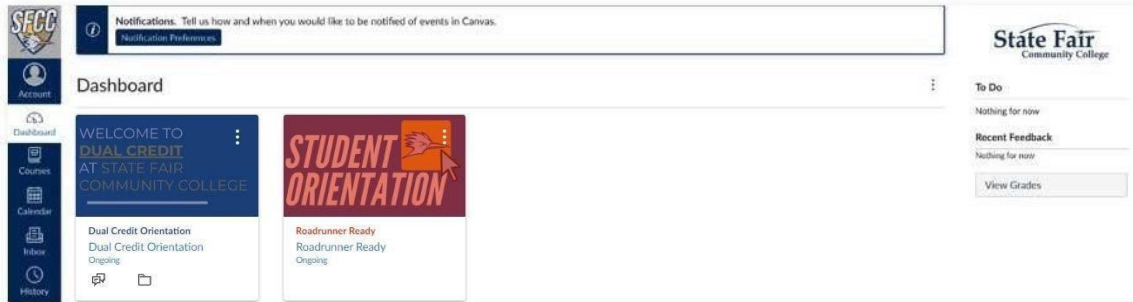
SFCC Email:

SFCC Email is the main form of communication between the student at SFCC. Students should become familiar with their SFCC email account and utilize it when contacting SFCC faculty and staff. It is important for students to check their SFCC email daily!

Canvas:



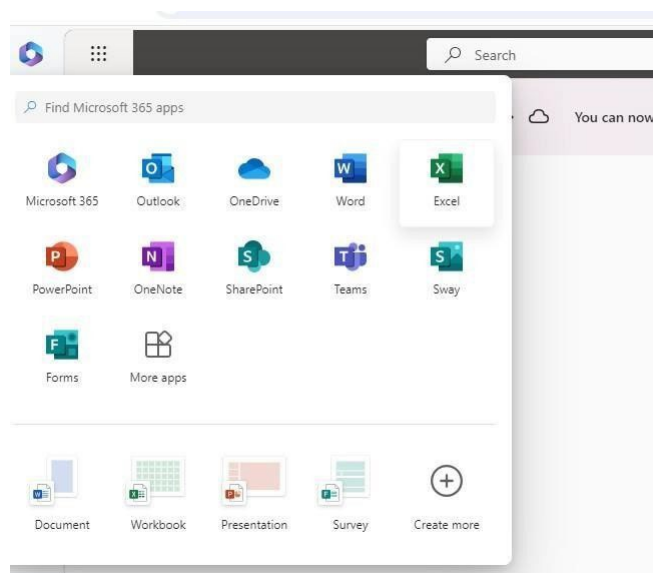
Canvas is SFCC's learning management system. Through Canvas, students can locate their course syllabus, instructor contact information, submit assignments, quizzes and tests, participate in discussion board posts, and check grades. It is extremely important that students stay up to date with their required coursework through Canvas.



Office 365:



SFCC offers students FREE access to Microsoft Office 365. Student may use Microsoft Word, Excel, Powerpoint and more



Course Syllabus

A syllabus is a critical document provided by the instructor at the start of each course. It outlines important information about the class and serves as a guide for student success. For dual credit students, understanding and following the syllabus is essential, as it reflects college-level expectations.

What to Expect in a Syllabus

Course Information

- Course title, number, and description
- Instructor's name and contact information
- Meeting times and location (if applicable)

Course Objectives

- What you are expected to learn or achieve by the end of the course

Grading Policy

- Breakdown of how grades are calculated (e.g., assignments, exams, participation)
- Explanation of the grading scale

Course Schedule

- Important dates for assignments, tests, projects, and other deadlines
- Topics covered in each class session

Attendance and Participation Requirements

- Expectations for attendance and class participation
- Consequences for missed classes or assignments

Assignment Guidelines

- Details on required assignments, including format and submission instructions

Required Materials

- Textbooks, software, or other materials needed for the course

Policies

- Academic integrity, plagiarism, and cheating
- Classroom behavior and communication guidelines
- Policies for late work and make-up assignments

Resources and Support

- Information on tutoring services, library access, and disability accommodations

Why the Syllabus Matters

Roadmap for the Course: The syllabus outlines what to expect and how to prepare.

Accountability: Students are responsible for meeting deadlines and understanding policies outlined in the syllabus.

Communication: It serves as the primary reference for questions about the course structure or requirements.

Dual credit students should review their syllabus carefully and consult their instructor if they have any questions. Taking the time to understand the syllabus will help ensure a smooth and successful experience in college-level courses.

Student Expectations

As a dual credit student, you are expected to meet the responsibilities of both a high school student and a college student. Balancing these expectations requires commitment, organization, and professionalism. Below are key responsibilities to help you succeed:

Academic Responsibility

Attend Classes Regularly: Whether on campus, online, or at your high school, attendance is critical.

Complete Assignments on Time: Follow all deadlines and instructions as outlined in the course syllabus.

Prepare for Class: Stay current with reading, assignments, and studying to actively participate.

Seek Help When Needed: Utilize college resources like tutoring, office hours, or academic support services if you're struggling.

Time Management

Balance High School and College Workloads: Plan ahead to manage dual responsibilities effectively.

Use a Planner or Calendar: Track important dates for both high school and college commitments.

Communication

Maintain Professional Communication: Use proper email etiquette when reaching out to instructors or staff.

Notify Instructors of Absences: Inform instructors of unavoidable absences ahead of time and make arrangements for missed work.

Adherence to Policies

Follow College Policies: Understand and abide by the college's code of conduct and academic integrity policies.

Meet Prerequisites: Ensure you meet placement and eligibility requirements for each course.

Financial Responsibility

Pay Any Required Fees on Time: If your dual credit program involves fees or textbook costs, ensure they are handled promptly.

Return Textbooks (if applicable): Ensure rented or borrowed materials are returned to avoid additional charges.

Respect Deadlines and Commitments

Add/Drop Courses Carefully: Follow the college's policies and deadlines for adding or dropping classes.

Monitor Your Transcript: Understand that dual credit grades will appear on your permanent college transcript and may impact future opportunities.

Communication with High School and Parents

Coordinate with Your Counselor: Ensure you remain on track to meet high school graduation requirements.

Discuss Plans with Your Parents/Guardians: Keep them informed about your progress and any challenges.

Self-Advocacy

Be Proactive: Take initiative to address academic or logistical challenges.

Own Your Experience: Understand that success in dual credit courses depends on your effort and commitment.

By fulfilling these responsibilities, you set yourself up for a successful dual credit experience and prepare for the transition to full-time college coursework.

Attendance and Participation

Attendance and active participation are essential for success in dual credit courses. These courses follow college-level expectations, which often differ from high school policies. Below are key points to understand about attendance and participation:

Attendance Expectations

- Class Attendance:** Students are required to attend all scheduled class sessions, whether in-person, online, or hybrid. Regular attendance is crucial to understanding the course material and staying on track.
- Online Classes:** Online courses may require logging in and completing specific activities (e.g., discussion posts, quizzes) to be counted as "present." Failure to complete these activities may result in being marked as "absent."
- Non-Attendance:** Missing class without prior communication or a valid excuse may negatively impact your grade and academic standing.

Participation Requirements

- Active Engagement:** Students are expected to actively participate in class discussions, group activities, and assignments.
- Preparation:** Come to class prepared by completing assigned readings or homework in advance.
- Professional Behavior:** Respectful and professional communication with peers and instructors is part of participation.

Consequences of Poor Attendance or Participation

- Dropped Courses:** Failing to meet attendance requirements, particularly in online courses, may result in being dropped from the course as "non-attending."
- Impact on Grades:** Many instructors include participation as part of the final grade. Missing classes or failing to participate may lower your overall performance.

Communication is Key

- Inform Your Instructor:** If you are unable to attend a class or complete an assignment on time, notify your instructor as soon as possible.
- Follow the Syllabus:** Each course may have specific attendance and participation policies outlined in the syllabus. Review these policies carefully to ensure compliance.

Dual credit students are encouraged to treat their attendance and participation as seriously as a full-time college student would. These habits not only support academic success but also prepare students for future college and career responsibilities.

Professionalism

Professionalism involves consistently exhibiting mature behavior, taking responsibility for one's learning, and meeting college-level expectations. This includes attending class on time, completing assignments promptly, actively engaging in class discussions, communicating respectfully with instructors, and effectively managing time. It means approaching responsibilities with the mindset of a full-time college student, even while still in high school.

Professionalism – In Class Discussions and Communication with Instructors

Professionalism in communication for college students means expressing yourself clearly, respectfully, and appropriately in all interactions. This includes using polite language, proper grammar, and a respectful tone, whether communicating in person, via email, or through other platforms. It also involves being attentive, responsive, and mindful of the context and audience.

Professionalism – Time Management

Professionalism in time management for college students means prioritizing tasks, meeting deadlines, and using time efficiently to balance academic, personal, and extracurricular responsibilities. It involves planning ahead, setting realistic goals, staying organized, and avoiding procrastination to ensure commitments are fulfilled responsibly.

Professionalism – Emailing Instructors

Professionalism in emails means communicating clearly, respectfully, and with proper etiquette. For college students, this includes using a polite greeting, a concise and well-organized message, proper grammar and spelling, and a professional tone. Always address the recipient appropriately, use a clear subject line, and close with a courteous sign-off, including your name and contact information.

Example of Professional Email

Subject Line: Question About Assignment Due Date

Dear Professor [Last Name],

I hope this email finds you well. I wanted to clarify the due date for the research paper in [Class Name]. I believe it's listed as [specific date], but I wanted to confirm since I heard a different date mentioned in class.

Thank you for your time, and I appreciate your help.

Best regards,

[Your Full Name]

[Your Course Name, Online or On Campus, Part of Term, CRN]

Example of Unprofessional Email

Subject Line: Problem

Hi,

I don't get the grade you gave me on the test. I studied a lot and deserve better. Please fix it.

Thanks,

[First Name]

Professional Emails:

- Use proper greetings and closings.
- Are polite and respectful in tone.
- Provide context and specifics about the request or issue.
- Use proper grammar, punctuation, and spelling.

Unprofessional Emails:

- Lack a clear subject or context.
- Have a demanding or disrespectful tone.
- Contain grammar and spelling errors.
- Do not include necessary details or a polite closing

Academic Honesty Policy

SFCC values the academic integrity of its curriculum and the commitment of its faculty and students to uphold the integrity in all teaching and learning processes. For this reason, the following acts of academic dishonesty will not be tolerated:

- Plagiarizing any information,
- Cheating in any form, or
- Falsifying any information provided to the college.

Penalties range from failing assignments to expulsion from the course or the college.

Plagiarism will be defined as one or all of these:

- Using actual words from another source and failing to surround those words in quotation marks and/or failing to provide the appropriate oral and works cited citations.
- Paraphrasing the words or another source without providing the appropriate citation, excluding general, common knowledge that can be found in three or more sources.
- Using AI to generate the bulk of the text without extensive revision and proper acknowledgment/citation (see below)
- Using an idea from another source and failing to provide the appropriate citation.
- Using another student's work and passing it off as your own.

Artificial intelligence writing programs can be a useful tool for brainstorming or reworking components of students' papers, but under no circumstances should students hand in work in which the bulk of it is completed by AI. If students use AI for even a small portion of the paper, they must disclose that use and identify the AI-generated material, according to MLA style, or the student will be subject to the penalties discussed in the Academic Honesty Regulation 6480.

Academic Honesty Regulation 6480

Academic misconduct violations will result in a minimum of a zero grade for the paper, assignment, or test on which the violation occurred. Instructors may recommend a more stringent course of action to the associate dean or director of the CTC or an Allied Health Program. Upon consultation with the instructor and the student, the associate dean, or in the case of an Allied Health Program or the Career and Technical Center, the program director, may choose an additional penalty. In very serious or repeated cases of academic misconduct, the penalty may include failure of the class or expulsion from the College. A description of academic misconduct, including specific descriptions of penalties for academic misconduct, will be included in the syllabus for each SFCC course. Faculty members and the associate dean or director should retain records of the final decision in a case of any academic misconduct for at least one (1) calendar year.

Educational Records - FERPA

In accordance with the Family Educational Rights and Privacy Act (FERPA), State Fair Community College is legally prohibited from releasing information contained in a student's educational files to anyone except the student. In order for other individuals to have access to a student's educational files, financial aid information or student accounts, the student must complete and return a Student Consent to Release Educational Records form to Academic Records and Registrar, State Fair Community College, 3201 West 16th Street, Sedalia MO 65301, or fax to (660) 596-7472. The SFCC Dual Credit office cannot communicate with parents or guardians concerning their child's educational records (even if the student is under 18 years of age) if a release form is not on file. The form is available in the counselor's office or at www.sfccmo.edu/offices-services/academic-records-registrar/ferpa.

High school counselors will submit the FERPA with the student's dual credit enrollment form, or it can mailed or emailed to

Dual Credit/Dual Enrollment Office
State Fair Community College
3201 West 16th Street
Sedalia MO 65301
dualcredit@sfccmo.edu

Transferring Credit

After high school graduation, if students enroll at an institution other than SFCC, they will need to transfer their credits. The responsibility lies with students to verify and ensure that credits attained through SFCC are accepted at the institution to which they are transferring. The institution the student chooses to attend always determines the transferability of credits.

An academic record (transcript) is permanently maintained for each student who takes classes at State Fair Community College.

INSTRUCTIONS FOR REQUESTING A TRANSCRIPT ONLINE

SFCC no longer accepts transcript requests in person, by mail, telephone, email, fax or in writing. SFCC now uses the **Parchment Portal** as our online transcript services provider.

- Log in to Experience
- Go to the Student tab
- Go to "I need to..."
- Select Request Official Transcript or Check Status
- Access the Parchment Portal website

If a problem occurs while submitting the request, call Academic Records and Registrar at (660) 530-5829. Please do not submit the request again until notified the problem has been solved. All requests are processed in the order received. Transcripts do have a fee per copy plus a processing fee. Payment can be made with a credit or debit card

TRANSCRIPT DELIVERY OPTIONS

- Mail
- Electronic PDF direct to recipient

SFCC does not offer same-day, fax or rush options. It is important to check with the recipient to determine which delivery methods are acceptable. A transcript is not considered official if the seal is broken.

Student Resources

Library

The Proctor Library offers more than 40,000 books and videos, thousands of print and electronic journals and more than 500,000 electronic resources, and also numerous academic databases. Whether you need a quiet place to study or help with a project, the library is available to online and on campus students.

Currently enrolled students have free access to many online databases. To access online databases, students will log into MySFCC and choose the Library tab from the side menu.

To access the Library through Experience:

- Log into the SFCC Okta Screen: sfccmo.okta.com
- Choose the Experience app
- Click the Library Tab
 - Tools
 - Databases

Tutoring Lab

The tutoring lab is a dedicated space where students can receive academic support to strengthen their understanding of course material. Expert tutors are available to provide personalized guidance, answer questions, and help develop effective study strategies. Whether you need help with a specific subject or want to improve your overall academic skills, the tutoring lab is here to support your success.

In Person Tutoring Lab Schedule and Self Help Resources:

<https://sfccmo.libguides.com/c.php?g=343723&p=3802578>

Can't make it to the campus tutoring lab? Take advantage of our online tutoring assistance. Students can email their math questions, or have a writing tutor review their paper.

<https://sfccmo.libguides.com/c.php?g=343723&p=3937281>

Accommodations

In order to fully evaluate requests for accommodations or auxiliary aids and to determine eligibility for services, the Disability Resource Center and Counseling must have recent documentation (within three years) of the student's disability. The documentation should include an evaluation by an appropriate medical or psychological professional that makes evident the current impact of the disability as it relates to the accommodation(s) requested.

The general guidelines below are to assist the student in working with the student's treating/diagnosing professional(s) to prepare the information needed to evaluate the student's request(s).

1. Current functional impact of the condition(s). Please consider the following: mobility, dexterity, endurance, perceptual issues, cognitive (attention, distractibility, communication, etc.), and behavior abilities. Please describe relevant issues as a clinical narrative and/or through the provision of specific results from the diagnostic procedures and assessments.
2. Treatments, medication, accommodations/auxiliary aids, services currently prescribed or in use. Please describe treatment, medication accommodations/auxiliary aide and/or services currently in use and your opinion of their effectiveness in minimizing the impact of the conditions(s). If you feel that any additional accommodation/auxiliary aids are warranted, please list them along with a clear rationale and related functional limitations. Any accommodation or auxiliary aids will be taken into consideration, but will not automatically be implemented.
3. The expected progression or stability of the disability. If possible, please provide a description of the expected change in the functional impact of the conditions(s) over time. If the condition is variable, describe the known triggers that may exacerbate the condition.
4. A diagnostic statement identifying the disability. When appropriate, include International Classification of Diseases (ICD) or Diagnostic Statistical Manual (DSM) codes, the date of the most recent evaluation, or the dates of evaluations performed by referring professionals. If the most recent evaluation was not a full evaluation, please indicate when the last full evaluation was conducted.

Accommodations students receive for dual credit class(es) may be different from high school because the course(s) will need to reflect college-level work required of all students. For details, visit **[www.sfccmo.edu/offices-services/ disability-services](http://www.sfccmo.edu/offices-services/disability-services)**.

To request accommodations for a dual credit course or for questions, contact SFCC's Disability Resource Center and Counseling at (660) 530-5832.

SFCC Navigation Information

To access your classes in Canvas:

- Log into the SFCC Okta Screen: sfccmo.okta.com
- Choose the Canvas app
- Click on your class tile
 - You will use the navigation pane on the left side of the screen.
 - Be sure to view and read your syllabi for class and instructor information
- Your classes will appear in Canvas 3 days before the class begins. Course modules and assignments are generally not available until the course begins.
- You can download the Canvas App for your phone:
<https://www.sfccmo.edu/its-knowledge-base/canvas/>
- If you need assistance with Canvas, please contact the SFCC Help Desk at 866-295-3070 ○ The SFCC Help Desk is available 24/7

Please visit the Dual Credit Orientation tile in Canvas for brief information about your dual credit classes.

To view your SFCC Dual Credit schedule once enrolled in classes:

- Log into the SFCC Okta Screen: sfccmo.okta.com
- Choose the **EXPERIENCE** app
- Click on the Student tab, located on the navigation pane on the top of the screen
- Click on “OPEN STUDENT DASHBOARD” from the Student Dashboard section
- Select ‘Student Schedule’ located under your profile.

To order SFCC Textbooks:

- Log into the SFCC Okta Screen: sfccmo.okta.com
- Choose the Experience app
- Click on the STUDENT tab, located in the navigation pane on the top of the screen
- Click on “OPEN STUDENT DASHBOARD” under the Student Dashboard box.
- Under your profile, click “Books from Campus Store”
- You must order your books online. They can be shipped directly to you or you can pick them up from the SFCC Campus Store at the Sedalia Campus.

**The SFCC Campus Store offers students books in many formats, depending on your class selection.*

Most courses offer new, used, rental and e-book options. If you choose a RENTAL book, it MUST be returned by the deadline or students will be charged full price for the book.

***Many classes now use Direct Access books, where a physical book may not be necessary. Please be sure to read all sections of the textbook information.*

To access your SFCC email:

- Log into the SFCC Okta Screen: sfccmo.okta.com
- Choose the Microsoft Office 365 Mail app

Be sure to check your SFCC email daily. Your SFCC email is your main form of communication with SFCC, including your instructors.

To access Microsoft Office

- Log into the SFCC Okta Screen: sfccmo.okta.com
- Choose the Office365- Microsoft Office 365 Office Portal app
- Choose your app from the left side of the screen

To view your final grades and view your Unofficial Academic Transcript:

- Log into the SFCC Okta Screen: sfccmo.okta.com
- Choose the *Experience* app
- Click on the STUDENT tab, located in the navigation pane on the top of the screen
- Click “OPEN STUDENT DASHBOARD” under Student Dashboard box.
- Select ‘Unofficial Transcript’ under your student profile

To view and pay your bill online:

- Log into the SFCC Okta Screen: sfccmo.okta.com
- Choose the Pay My Bill App
 - From the PAYMENT CENTER section, add an authorized user if needed.
 - You can view your bill
 - You can pay your bill online by choosing Make Payment
- You can also pay your bill over the phone by contacting the Business Office at 660-530-5826
-

2026-2027 DUAL CREDIT / DUAL ENROLLMENT

First Time DC/DE Students Must Apply to SFCC

3201 W. 16th Street
Sedalia Mo. 65301
660-596-7221
dualcredit@sfccmo.edu

Step 1 -Complete the Online Application at: <https://connect.sfccmo.edu/apply/>
Step 2 – Complete ALL information below, including signatures from you and parent/guardian
Step 3 - Turn the completed form into your counselor/instructor by the registration date.

High School: _____

SFCC ID Number:

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Circle your grade for the 2026-2027 school year: Freshman Sophomore Junior Senior

Circle your type of enrollment: Dual Credit- taught at your high school Dual Enrollment- taught at SFCC campus

Circle the term you are registering for: FALL 2026 SPRING 2027 SUMMER 2027

Last Name																			
First Name																		Middle Initial	

Date of Birth (MM-DD-YYYY)									
Graduation Date (MM-DD-YYYY)									

Students may be eligible for the Dual Credit/Dual Enrollment Scholarship through DHEWD.

For information and application, please visit: <https://dhewd.mo.gov/ppc/grants/dcdeforstudents.htm>

CRN	Course Title	Part of Term (16-week, 12-week, 8-week)	Instructor	Credit Hours	Online Course	(SFCC Office Use Only)
					☐	
					☐	
					☐	
					☐	
					☐	
					☐	

Some dual Credit courses may require additional course fees. Locate the complete list of Dual Credit course fees on the SFCC website.

Online Credit Hours: _____ @ \$94 per credit hour = \$ _____
Other Credit Hours: _____ @ \$79 per credit hour = \$ _____
Total Due = \$ _____

☐ I understand my SFCC student records, including grades, enrollment status, holds, etc. will be shared with my school counselor. Student Initial _____

Students and Parents:

I hereby authorize State Fair Community College to admit and enroll me in the college course(s) indicated above. I agree and understand that I am responsible for the payment in full for the course(s) and that information regarding academic records, attendance, grades, and/or classroom behavior may be shared with school officials. According to RSMo. §431.067, any minor may legally contract to borrow money to defray the necessary expenses of attending any accredited college and shall have full legal capacity to act in his own behalf for the purpose, and shall have all the rights, powers and privileges and be subject to the obligations of persons of full age with respect to the contracts and notes. Furthermore, I agree and understand that full payment of the course(s) will be made prior to completion of the course(s). Failure to make such payments may result in SFCC taking legal and/or collection actions against me, and I understand and agree that any costs, fees, and course materials associated with said actions will be paid for by me.

Student Signature _____ Date: _____

As Parent or Legal Guardian, I agree that I am jointly responsible for the payment of any tuition, fees, and course materials associated with _____ (student's name) participation in the State Fair Dual Credit Program. Furthermore, full payment of tuition will still be required if he/she fails to withdraw from a course prior the last day to add/change registration..

Parent Signature _____ Print Parent Name _____

Principal or School Designee:

High School Use Only

Participating students must meet overall requirements and be recommended by the high school principal or designee. Further, I understand that eligibility for dual credit courses is restricted and attest this student meet's MO DC eligibility criteria including 3.0 GPA and ACT requirements for Freshman, 3.0 GPA for Sophomores or 2.5 GPA for Juniors/Seniors.

Principal or School Designee Signature: _____ Date: _____ Student GPA: _____

**Student Consent to Release Education Records**

Academic Records and Registrar Office

3201 W. 16th St Sedalia MO 65301

PH: 660-530-5829 * Fax: 660-596-7472

Email: add-drop@sfccmo.edu

Office Hours: Monday-Friday 8am-5pm

In accordance with the Family Educational Rights and Privacy Act (FERPA), State Fair Community College is legally prohibited from releasing the information contained in a student's education files to anyone except the student. In order for other individuals to have access to a student's education files, financial aid information or student accounts, the student must complete and return this form.

Student Information

Name: _____

SFCC Student ID or SSN: _____

Person(s) Authorized to Receive Information

Name: _____ Relationship: _____

Name: _____ Relationship: _____

Name: _____ Relationship: _____

Types of Information and Student Account Records

Below lists the types of information that can be released to the person(s) listed above. Check all that apply.

- ☐ allow authorization to billing statements, charges, credits, payments, repayment history (including credit reporting history), communication history, past due amounts, and/or collection activity
- ☐ allow authorization to financial aid awards, application data, disbursements, eligibility, and/or financial aid satisfactory academic progress status
- ☐ allow authorization to college-maintained disciplinary action related documentation
- ☐ allow authorization to grades/GPA, demographic, registration, student ID number, academic progress status, and/or enrollment information

I, the undersigned student hereby authorize State Fair Community College to release my education records and information as indicated above. I also understand that I have the right not to consent to the release of my education records, and I have the right to revoke my request at any time.

Student Signature: _____ **Date:** _____

NOTE: Your authorization to release information has no expiration date; however, you may revoke your authorization at any time by sending a written request to the Academic Records and Registrar Office.

State Fair Community College Placement Chart

Step 1. Refer to your Degree Audit or the college catalog to determine the course needed to complete your certificate or degree.

Step 2. Locate the test you took, and find the range in which your score falls.

Step 3. Follow across the grid to find the course in which you have placed.

WRITING COURSE PLACEMENT INFORMATION

	ACT English	ACCUPLACER <i>Next – Generation</i> Writing or Reading and Writing composite	SAT Evidence – Based Reading and Writing	ACCUPLACER <i>Classic</i> Sentence Skills	Multiple Measures**	Guided-Self Placement
ENGL 060 Foundations of English I	1 – 14	200 – 236	200 – 400	20 – 49		0-37
ENGL 070 Foundations of English II or ENGL 110 Communication for Business and Industry	15 – 17	237 – 249	410 – 470	50 – 91	Writing test scores placing a student into ENGL 060 AND Reading scores placing into ENGL 070 AND a WritePlacer score of 4 or 5	38 – 50
ENGL 101 English Composition I	18 – 36	250 – 300	480 – 800	92 – 120	Reading and Writing scores placing a student into ENGL 070 AND an unweighted, cumulative HS GPA 3.0 OR test scores, which place a student into ENGL 070 AND a WritePlacer score of 6 or higher	51 – 60

READING COURSE PLACEMENT INFORMATION

	ACT Reading	ACCUPLACER <i>Next – Generation</i> Reading or Reading and Writing composite	SAT Evidence – Based Reading and Writing	ACCUPLACER <i>Classic</i> Reading Comprehension	Guided-Self Placement
ENGL 060 Foundations of English I	1 – 13	200 – 236	200 – 400	20 – 49	0-37
ENGL 070 Foundations of English II or ENGL 110 Communication for Business and Industry	14 – 17	237 – 249	410 – 470	50 – 84	38 – 50
ENGL 101 English Composition I	18 – 36	250 – 300	480 – 800	85 – 120	51 – 60

State Fair Community College requires assessment and mandatory placement to help students succeed. All students are required to complete a placement option or submit official copies of ACT, ACCUPLACER, or SAT scores or an official college transcript from a regionally accredited institution before enrolling. The placement scores gauge proficiency in English, mathematics, and reading. Contact Testing Services for a complete version of Regulation 6410 or visit www.sfccmo.edu. State Fair Community College only uses Accuplacer Next Generation Quantitative Reasoning Algebra and Statistics (QAS) and Advanced Algebra and Functions (AAF) for placement into math courses.

****A student may only move one course in either the MATH or ENGL sequence using Multiple Measure Placement. Multiple Measures do not apply to MATH 111. An official high school transcript must be supplied to the Admissions and Outreach Office prior to enrolling in English or math to qualify for the multiple measure. Please contact Testing Services or Admissions with questions.**

State Fair Community College Placement Chart

MATH COURSE PLACEMENT INFORMATION

	ACT Math	ACCUPLACER Next – Generation Mathematics*	SAT Math	ACCUPLACER <i>Classic</i> Mathematics	Multiple Measures**	Guided-Self Placement***
MATH 061 Pre-Algebra	1 – 16	QAS: 200 – 236	200 – 420	Arithmetic 20 – 56 Elementary Algebra 20 – 56		0 – 119
MATH 110 Intermediate Algebra with Review MATH 101 Business Math	17 – 19	QAS: 237 – 249	430 – 460	Arithmetic 57 – 109 Elementary Algebra 57 – 75		120 – 339
MATH 102 Review of Essential Mathematics A MATH 104 Review of Essential Mathematics B	17 – 21	QAS: 237 – 300 AAF: 200 – 236	430 – 530		MATH 102 Corequisite MATH 113 required MATH 104 Corequisite MATH 119 Required	120 – 1039
MATH 112 Intermediate Algebra	20 – 21	QAS: 250 – 300 AAF: 200 – 236	470 – 530	Arithmetic 110 – 113 Elementary Algebra 76 – 115	Test scores, which place a student into MATH 101 or MATH 110 AND an unweighted, cumulative HS GPA of 3.0	340 – 1039
MATH 114 Precalculus Algebra MATH 113 Mathematical Reasoning and Modeling MATH 119 Statistical Reasoning	22 – 28	AAF: 237 – 275	540 – 660	Arithmetic 114 – 120 Elementary Algebra 116 – 120	Test scores, which place a student into MATH 112 AND an unweighted, cumulative HS GPA of 3.0	1040 – 2000
MATH 120 Precalculus Trigonometry MATH 127 Business Statistics	29 – 32	AAF: 276 – 300	670 – 740	College Level Math 63 – 102	***Students may not place into MATH 120 or higher using Guided Self-Placement.	
MATH 130 Calculus and Analytic Geometry I	33 – 36		750 – 800	College Level Math 103 – 120		

State Fair Community College requires assessment and mandatory placement to help students succeed. All students are required to complete a placement option or submit official copies of ACT, ACCUPLACER, or SAT scores or an official college transcript from a regionally accredited institution before enrolling. The placement scores gauge proficiency in English, mathematics, and reading. Contact Testing Services for a complete version of Regulation 6410 or visit www.sfccmo.edu.

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**A student may only move one course in either the MATH or ENGL sequence using Multiple Measure Placement. Multiple Measures do not apply to MATH 111. An official high school transcript must be supplied to the Admissions and Outreach Office prior to enrolling in English or math to qualify for the multiple measure. Please contact Testing Services or Admissions with questions.

State Fair Community College Class	Needed ACT Score	Needed Accuplacer Score
ENGL101 - English Comp I – 3 credits PSY101 – General Psychology – 3 credits LIT101 - Introduction to Literature – 3 credits LIT107 - American Literature – 3 credits PHIL101 - Introduction to Philosophy – 3 credits PHIL102 – Ethics – 3 credits PHIL104 – Living Religion – 3 credits	English and Reading = 18+ Multiple measures option: ACT = 15+ <u>AND</u> 3.0 cumulative, unweighted GPA	Reading and Writing = 250+ Multiple measures option: Reading and Writing = 237+ <u>AND</u> 3.0 cumulative, unweighted GPA
COMM101 – Public Speaking – 3 credits HIST101 - US History Before 1877 – 3 credits HIST102 - US History After 1877 – 3 credits POLS101 - American National Government 3 credits CJ102 - Introduction to Criminal Justice – 3 credits GEOG101 - World Geography – 3 credits HIST108 - World History Before 1500 – 3 credits HIST109 - World History After 1500 – 3 credits SOC100 - General Sociology – 3 credits SOC102 – Marriage and Family – 3 credits SOC120 - American Diversity – 3 credits BIO100- Essentials of Biology – 3 credits BIO105 – Introduction to Ecology – 3 credits BIO112 – Principles of Biology with Lab – 4 credits CHEM101 – Introduction to Chemistry with Lab – 4 credits EASC106 – Introduction to Geology with Lab – 4 credits EASC118 – Environmental Geology – 3 credits BIO103 – Human Biology- 3 credits MUS101 - Music Appreciation – 3 credits MUS102 - History of Rock Music – 3 credits ART101 - Art Appreciation – 3 credits THEA107 - Intro to Theatre – 3 credits SPAN101 - Elementary Spanish – 3 credits FREN101 - Elementary French – 3 credits GERM101 – Elementary German – 3 credits	No Prerequisite Required No Needed Test Scores	No Prerequisite Required No Needed Test Scores

State Fair Community College Class	Needed ACT Score	Needed Accuplacer Score
FOUNDATIONAL MATH CLASS – does not meet math requirement, counts as elective MATH110 - Intermediate Algebra with Review – 5 credits	ACT = 17 - 19	Accuplacer- QAS =237+
FOUNDATIONAL MATH CLASS – Does not meet math requirement, counts as elective MATH112 - Intermediate Algebra – 3 credits	ACT = 20 – 21 Multiple measures option: ACT = 17+ <u>AND</u> 3.0 cumulative, unweighted GPA	Accuplacer- QAS = 250+ AAF= 200+ Multiple measures option: QAS = 237+ <u>AND</u> 3.0 cumulative, unweighted GPA
MEETS MATH REQUIREMENT MATH114 - Precalculus Algebra – 3 credits MATH113 - Mathematical Reasoning & Modeling – 3 credits MATH119 - Statistical Reasoning – 3 credits	ACT = 22 - 28 Multiple measures option: ACT = 20+ <u>AND</u> 3.0 cumulative, unweighted GPA	Accuplacer- AAF = 237 + Multiple measures option: QAS = 250+ AAF = 200+ <u>AND</u> 3.0 cumulative, unweighted GPA

** Intermediate Algebra with Review (MATH110) and Intermediate Algebra (MATH112) do not meet the math requirement for an Associates of Arts (AA) degree, however they may meet the math requirement for an Associate of Applied Science (AAS) degree.*

Important Phone Numbers

Office hours are 8 a.m. to 5 p.m. Monday through Friday

24/7 Help Desk.....	(866) 295-3070
A+ Program	(660) 530-5834
Academic Records and Registrar.....	(660) 530-5829
Admissions and Outreach	(660) 530-5833
Business Office	(660) 530-5826
Disability Resource Center and Counseling.....	(660) 530-5832
Donald C. Proctor Library	(660) 530-5842
Safety and Security	(660) 596-7110
Student Services.....	(660) 530-5830
Testing Services	(660) 530-5818
Tutoring	(660) 596-7304

We are glad you are participating in the dual credit program at State Fair Community College. We applaud you for choosing to get a jump on your future! We strive to provide you the best educational experience at SFCC. Do not hesitate to reach out to our office for questions or concerns about your courses or college admissions. We are always here to serve our students!

Kristy Woolery
660.596.7121
kwoolery3@sfccmo.edu



Kaylee Poisal
660.596.7221
kpoisal@sfccmo.edu

LEAVE READY
Dual Credit/Dual Enrollment Office
State Fair Community College
dualcredit@sfccmo.edu
Phone (660) 596-7221