## Early College Academy

### Dual Credit

Taught in high school by approved high school teacher:
- Masters in field
- 18 graduate hours in field
- Tested experience

As remuneration, textbooks are provided to all students in course, including those for high school-credit-only. Textbooks are reused until book changes or course is discontinued.

Faculty liaison is assigned by academic department:
- Provides training prior to commencement of course
- Assures course syllabus, textbook, and assessment strategies are consistent with on-campus courses of the same course number
- Mentors dual credit instructor to ensure those equivalencies
- Monitors course for adherence to departmental and institutional policies regarding dual credit offerings
- Ensures that dual credit instructor has materials necessary for the course
- Communicates to department chair and Early College Academy (ECA) Coordinator any concerns regarding student enrollment, student performance, course content and rigor, and instructor performance
- Trains dual credit instructor in adherence to Early Intervention Policy
- Conducts high school site visit for class observation (a minimum of one time per semester) and submits site visit report to ECA Coordinator
- Verifies student eligibility according to CBHE/MDHE guidelines

### Dual Enrollment

#### Collaborative

Team taught by Missouri Western faculty and approved high school teacher (e.g. CHE111, BIO101, MAT116, MAT119, ENG104, ENG108, SPA100, SPA101):
- High school teacher is not required to have graduate hours in field but must be approved by Missouri Western instructor of record (usually requires certification and/or undergraduate degree in field).
- Approved high school teacher assumes the role of course facilitator
- Training with instructor of record is required.
- While the course may be a mix of dual enrollment and high school-credit-only students, Missouri Western provides no support for high school-credit-only students (including textbooks).
- Final grade is assigned by Missouri Western instructor.

#### High School Sponsored Online

Taught exclusively by Missouri Western faculty:
- High school assigns a course monitor to access grades for report cards.
- Monitor serves as a line of communication between student and instructor in emergency situations.
- Monitor has Missouri Western email account and can access that school’s section of course in Canvas.

### University Flex

#### On-Campus

Students are enrolled in the same on-campus section with regular students:
- Students receive the dual credit tuition rate as long as the high school completes paperwork to verify that it will transcript high school credit.
- Students are responsible for books/ancillaries.
- High School Flex Coordinator does not have access to Canvas but does have a Missouri Western email account and confidentiality agreement.
- High School Flex Coordinator may obtain student grades from the ECA Coordinator.

#### Online

Students are enrolled in the same online class section with regular students:
- Students receive the dual credit tuition rate as long as the high school completes paperwork to verify that it will transcript high school credit.
- Students are responsible for books/ancillaries.
- High School Flex Coordinator does not have access to Canvas, but does have a Missouri Western email account and confidentiality agreement.
- High School Flex Coordinator may obtain student grades from the ECA Coordinator.
- Students do not receive the dual credit tuition rate.
- Students are not required to meet CBHE/MDHE dual credit eligibility.
- High school does not agree to transcript high school credit.
- Letter of good standing from high school is required.
- Students are responsible for books/ancillaries.