Spring 2012 Dual Credit Coordinator Luncheon
Professional Development Opportunity
NWMSU Center of Innovation and Entrepreneurship
January 13, 2012
11:30 a.m. – 1:00 a.m.

Welcome
   Dr. Carla Mebane

Introduction of group

Announce possibility of NACEP accreditation
   Dr. Carla Mebane

Announce new instructor stipend pay scale
   Amy Washam

Announce a dual credit coordinator stipend is in the works
   Dr. Carla Mebane

Admission procedures workshop
   Admissions Office – Tammi Grow and Amy Hubbell
   - Reiterate admissions standards
     - PLAN scores
     - ACT scores
     - GPA requirements
     - Class rank requirements
     - Required documentation for registration
       - Official transcripts
         - All test scores and dates
         - GPA
         - Class Rank
       - Registration form
         - Student and Parent signature required
   - Discuss distribution of registration materials to the high schools
   - Discuss class rosters procedures/preferences
     - Timing of distribution
     - Method of distribution
       - Mail
       - E-mail
   - Registration Deadline reminders

Announce option for counselors to teach General Psychology course for dual credit in their schools
   Dr. Carla Mebane

Announcement of graduate class available to teachers not qualified to teach dual credit currently
   Dr. Carla Mebane