

DMACC CONCURRENT ENROLLMENT SEMESTER RESOURCES & REMINDERS



We are excited to kick off another semester of DMACC Concurrent Enrollment! As you welcome students into your college classroom, this resource brings together key reminders, timelines, and contacts to help support a strong start and successful semester. Your Faculty Liaison and Career Advantage team are here to collaborate, answer questions, and connect you with resources throughout the year.



NEED TECH HELP?

Having trouble logging into myDMACC or experiencing another technology issue? DMACC Tech Support is available to help: ☎ **515-965-7300**



COURSE SYLLABUS

Your syllabus is an important academic resource for both you and your students. Completed through Simple Syllabus, it outlines required course competencies, communicates course expectations, and serves as an official course document in student appeals and other academic matters.



FACULTY LIAISON CONNECTION

Your Faculty Liaison is your discipline-specific academic partner and resource throughout the year. Faculty Liaisons support curriculum alignment, course competencies, assessments, instructional practices, academic resources, and continued collaboration.



COURSE ROSTER & ATTENDANCE

Confirm your DMACC roster at designated checkpoints throughout the semester. Career Advantage will send reminders for roster verification and attendance reporting. Please report any discrepancies as soon as possible to ensure accurate enrollment and student records.



"FIRST DAY OF CLASS" VIDEO

Your Career Advantage Advisor will provide a short video to share with students at the beginning of the course. It introduces students to their DMACC college experience, including key expectations and resources.



FINAL GRADE REPORTING

Submit final grades accurately and by the communicated deadline. Grades become part of the student's official DMACC record and may be needed to transfer credit, meet prerequisites, and enroll in future coursework.



DMACC EMAIL FORWARDING:

To receive DMACC communications in another email account:

1. Log in to myDMACC.
2. Open the Email widget.
3. Select Settings (gear icon).
4. Search for Forwarding.
5. Enable forwarding.
6. Enter your preferred email address.
7. Save changes.



QUESTIONS?

The Career Advantage team is here to support you and your students throughout the year. Reach out anytime with questions or needs at **CareerAdvantage@dmacc.edu!**

