Welcome to the 1818 Advanced College Credit Program!

Advanced College Credit provides an opportunity for qualified high school juniors and seniors in partner high schools to begin experiencing the academic rigors of college course work while still in high school. In addition to receiving credit toward high school graduation for selected academic courses, students may opt to enroll dually in courses approved for college credit through Saint Louis University.

The 1818 ACC Program offers courses on high school campuses taught by qualified high school instructors. Prior to approving an instructor, University Departmental Liaisons review the academic credentials, teaching experience, and course syllabus submitted by the instructor. High school teachers active in the 1818 ACC Program maintain the status of Adjunct Instructor, Saint Louis University (1818.slu.edu).

### Need to Know

1818 ACC Adjuncts should:
- Check their rosters at the beginning of each semester.
- Post grades at the end of each semester.
- Submit a current syllabus to the 1818 ACC office annually. A template is available at “1818.slu.edu”.

Visit SLU’s campus at least once year to participate in 1818 ACC events.
- Stay current with 1818 ACC policies & procedures.
- Current tuition rate is $65 per credit hour

**Note:**

1818 ACC vs. AP

1818 ACC is a college/high school partnership between Saint Louis University and selected high schools to deliver Saint Louis University courses on high school campuses. Students have access to SLU libraries and other resources. Students’ course credit and grades become part of their official record at Saint Louis University, or may be transferred to other institutions.

AP is a high school program, connected to no particular college or university. Credit through AP depends on the student’s score on a nationally administered examination.

FOR THE HIGH SCHOOL, 1818 REPRESENTS A QUALITY PARTNERSHIP WITH A LOCAL UNIVERSITY THAT SOME OF OUR STUDENTS CHOOSE TO ATTEND.”

-1818 ACC High School Official
Professional Development Days

The 1818 ACC Program invites 1818 ACC high school adjunct instructors to campus annually for a day of discipline-specific professional development. Depending on the department, programs may include a presentation, panel, speaker, or a topic of interest to discuss.

Professional development days are free of charge to approved, 1818 ACC high school adjunct instructors active in their respective discipline. Interested non-1818 instructors may attend at a cost of $25. The 1818 ACC Program provides lunch, free campus parking, and the cost of the Adjunct Instructor’s substitute.*

Professional development days offer an opportunity for high school adjunct instructors not only to further their own development, but also to connect with Saint Louis University faculty and other 1818 ACC high school adjunct instructors in the St. Louis area.

For an updated calendar of 1818 ACC events, please refer to our website: “http://1818.slu.edu”

Professional Development Dates:

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Psychology Day</td>
<td>TBA</td>
</tr>
<tr>
<td>Biology Day</td>
<td>10/3/13</td>
</tr>
<tr>
<td>English Colloquium</td>
<td>10/11/13</td>
</tr>
<tr>
<td>Principal’s Summit</td>
<td>11/1/13</td>
</tr>
<tr>
<td>Mathematics Day</td>
<td>11/21/13</td>
</tr>
<tr>
<td>Modern and Classical Languages Day</td>
<td>12/5/13</td>
</tr>
<tr>
<td>Chemistry and Physics Day</td>
<td>1/16/14</td>
</tr>
<tr>
<td>History and Political Science Day</td>
<td>2/14/14</td>
</tr>
</tbody>
</table>

*1818 ACC cannot cover the cost of a substitute for non-1818 ACC instructors

Accessing your Banner Account

New Users*
(1818 ACC Adjunct who have never logged in before)
1. Go to “password.slu.edu”.
2. Enter your SLUNet ID (username can be found by visiting “www.slu.edu/peoplefinder.html”, but do not include the @slu.edu portion).
3. Enter your default password: “Id” (the I is capital) followed by the last 6-digits of your Banner ID. Banner ID is provided by the 1818 ACC Program Office.
4. Click “Login”.
5. Provide answers to the prompted challenge questions (answers are case sensitive).
6. Select “Change Password” and setup your new password per the instructions (See step #3 to identify the “old” password).
7. Go to “Logging in to your Account”.

Returning Users*
(Returning 1818 ACC Adjunct who have logged into Banner and have forgotten their password)***
1. Go to “password.slu.edu”.
2. Click on “Forgot Password?”.
3. Enter your SLUNet ID (username can be found by visiting “www.slu.edu/peoplefinder.html”, but do not include the @slu.edu portion).
4. Provide answers to the prompted challenge questions (answers are case sensitive).
5. Select “Change Password” and setup your new password per the instructions
6. Go to “Logging in to your Account” →

***If you remember your password, proceed directly to “Logging in to your Account” →

For a list of universities which have accepted 1818 ACC credit in the past, go to 1818.slu.edu!
Viewing Class Rosters & Entering your Grades

1. Follow the steps to gain access to “myslu.slu.edu” found under “Accessing your Banner Account.”
2. Click on the Tools tab.
3. Click on the “Banner Self-Service” icon.
4. Select Faculty and Advisor Services tab at the top of the page.
5. Click on Term Selection, and choose the appropriate term (Fall, 2013-2014) the drop-down menu and click “Submit.”
6. Click on the “Class List: Summary” to view roster OR
7. Click on the link “Final Grades” to post grades (list is in alphabetical order).
8. Choose the appropriate class from the drop-down menu and click “Submit.”
9. Use the drop down menus to enter the grades only and click the “Submit” button.*

*To change a student’s grade after clicking “Submit”, please contact the 1818 ACC Office at 1818admin.slu.edu.

Taking a Course at SLU

Active 1818 ACC high school adjunct instructors not currently enrolled in a SLU graduate program may enroll in courses as an “unclassified student.” Appropriate application forms are available in the graduate admissions office or on line at http://www.slu.edu/Documents/graduate/gea2011unclassifiedapplicationIA.pdf

The applicant submits his application and application fee to the 1818 Advanced College Credit Program office.

The 1818 ACC office attaches his application to a copy of his undergraduate and graduate transcripts, retaining the official copy in the 1818 ACC office files, and submits the application, payment and transcripts to the Office of Graduate Admissions.

The Director of Graduate Admissions reviews the application and activates the student in Banner and notifies the applicant when he/she is eligible to register for classes.

The adjunct instructor will be able to enroll in the course online, using the Banner Self-Service system or by contacting the respective discipline department.

Typically, high school adjunct instructors accessing Banner Self-Service see two tabs at the top of the page, “Personal Information” and “Faculty Services.” The “Faculty Services” tab allows instructors to view their class rosters and enter grades. Upon acceptance into graduate courses, instructors receive access to an additional tab, labeled “Student Resources and Financial Services.” The “Registration” option allows the student to register for the course. Students may either search for a class on-line, or may enter the CRN of the class directly in the registration box.

High school adjuncts will also need to complete a Tuition Scholarship Application Form available at 1818.slu.edu under “High School Officials,” and submit the completed request form to the 1818 ACC Program office for the Dean’s approval. 1818 ACC office staff will submit the scholarship request to Student Accounts for processing. Once approved, it can take up to 3 weeks to be applied to one’s student account. Once the tuition scholarship form has been received by the 1818 ACC Office and processed, the tuition scholarship will be automatically applied to the student’s account.

Do NOT enter any other information, such as hours attended, last date of attendance, etc.

10. To enter grades for another course, scroll to the bottom of the screen, click “CRN Selection”, and choose the course.

11. For personal grade confirmation, click on the Faculty and Advisor Services tab. Repeat all subsequent steps. Grades post in real time.*

12. Fall 2013 grades due before 1/24/14.
Scholarship Opportunities

To encourage professional growth, Saint Louis University provides graduate scholarships to high school adjunct instructors, and prospective high school adjunct instructors. Scholarship applicants must apply through the 1818 Advanced College Credit Office for all scholarships. Certain conditions exist under which the scholarships are available. The scholarship will cover tuition, only, at Saint Louis University for up to six (6) credit hours during the academic year. The academic calendar year runs from Summer to Spring.

Scholarship Types
There are three different available kinds of scholarships:
1. Tuition Scholarship: for all fully and provisionally approved 1818 ACC high school adjunct instructors.
2. Institutional Scholarship: for high school teachers NOT currently teaching in the 1818 ACC Program. This scholarship is used for high school teachers that do not meet the discipline requirements and need additional coursework to become approved to teach in the 1818 ACC Program.
3. External Tuition Scholarship: for provisionally approved 1818 ACC high school adjunct instructors and potential instructors. This scholarship opportunity is only approved in specific situations.

All scholarship forms can be found on the 1818 ACC Program website, “1818.slu.edu”, in the High School Officials

Campus Resources

Identification Cards
1818 ACC students and high school adjunct instructors may secure a Saint Louis University photo ID through Parking and Card Services, DuBourg Hall #33. IDs are necessary for circulation privileges at Pius XII Memorial Library and library services. In addition, ID cards offer benefits attached to SLU student status and Adjunct Faculty status, respectively, such as admission to cultural and athletic events at reduced prices.

On-Campus Visits
Classes are invited to visit Saint Louis University’s campus to observe a class, hear a lecture, visit the library, or participate in a special event designed for an 1818 ACC class. High school adjunct instructors should call or email the appropriate University Liaison to arrange a visit.

Pius XII Memorial Library
Library tours and classroom instruction sessions may be scheduled by contacting Georgia Baugh, the Library Instruction Coordinator. Information about visits to Pius XII Memorial Library may be obtained by visiting “http://libraries.slu.edu/about/libraryvisits_highschool”. Identification cards allow the holder to enter the University’s Library, and access any service available to on-campus students/faculty. Because of the volume of students in the 1818 ACC Program, 1818 ACC students are permitted to check out four (4) books per visit. Renewal is permitted by phoning the library at 314-977-3087. The library assesses late charges for materials not returned on time. Students assume responsibility for damage to library materials or facilities resulting during the student’s charge. The University reserves the right to withhold a student’s transcript until library accounts have been cleared.

SLU User Names and Library Databases
All high school adjunct instructors automatically receive a SLU user name and electronic access to Banner Self-Service and Pius XII Library. SLU user names are necessary for high school adjunct instructors to utilize remote access to Pius XII Library electronic databases. Account information is available through the 1818 ACC office.
High schools partners in the 1818 ACC Program receive the following benefits:

- Each active high school adjunct instructor and school coordinator has the opportunity to take up to 6 graduate hours at SLU per academic year with a tuition scholarship.
- Prospective instructors wishing to teach in the 1818 ACC Program may have the opportunity to receive a tuition scholarship in order to earn the graduate hours they need.
- Based on 1818 ACC enrollment maintenance or growth, active high schools may earn an Incentive Award to be used to benefit its 1818 ACC classes.
- Active high school adjunct instructors are offered Professional Development Days, free of charge. The 1818 ACC Program pays for the Instructor’s substitute.
- The 1818 ACC office offers annual summer training, which includes program updates, pedagogical topics and discipline specific workshops. Active high school officials receive a small stipend for attending.
- High schools are in close contact with the University, including Faculty Liaisons from each department offering 1818 ACC courses. Intangible benefits include the following:
  - The 1818 ACC Program provides a practical option for advanced students to earn college credit through quality high school courses.
  - High school students experience collegiate rigor in their high school setting.
  - 1818 ACC encourages students to be responsible in meeting deadlines, reading critical information, and being proactive in their educations.
  - The 1818 ACC classes offer the academic integrity of a respected institution to advanced high school courses.
  - Partnership with SLU meets state school improvement guidelines.

1818 ACC Statistics

Students in 2012-2013

- 5217 high school students participated in the 1818 ACC Program.
- Students earned 38,939 credit hours through 1818 ACC in 2012-2013.
- The average 1818 student earned 7.46 hrs of college credit through SLU prior to entering college.

Important Dates Spring Registration:

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Registration Begins</td>
<td>12/09/13</td>
</tr>
<tr>
<td>Regular Registration Ends</td>
<td>01/17/14</td>
</tr>
<tr>
<td>Late Registration Begins</td>
<td>01/27/14</td>
</tr>
<tr>
<td>Late Registration Ends</td>
<td>01/31/14</td>
</tr>
<tr>
<td>Tuition Payment Due</td>
<td>03/01/14</td>
</tr>
<tr>
<td>Last Day to Withdraw</td>
<td>03/28/14</td>
</tr>
<tr>
<td>Drop for Nonpayment of Tuition</td>
<td>04/01/14</td>
</tr>
</tbody>
</table>

Faculty in 2012-2013

- The 1818 ACC Program awarded graduate tuition scholarships to 1818 ACC partner high school faculty and officials worth $206,511.

High Schools in 2012-2013

- The 1818 ACC Program partnered with high schools with student enrollments from 140 students to 2600 students.
- The 1818 ACC Program partnered with public, Catholic, Lutheran, and private non-sectarian high schools.
- 1818 ACC partner high schools’ faculties range from 21 to 200 faculty members.
- The 1818 ACC Program currently works with high schools in urban, suburban, and rural communities in Missouri, Illinois and Iowa.
### 1818 Advanced College Credit Program and AP

<table>
<thead>
<tr>
<th><strong>Student Benefits</strong></th>
<th><strong>SAINT LOUIS UNIVERSITY’S 1818 Advanced College Credit Program</strong></th>
<th><strong>The Advanced Placement Program (AP)</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Course work fulfills high school graduation requirements.</td>
<td>Course work fulfills high school graduation requirements.</td>
</tr>
<tr>
<td></td>
<td>Student enrolls as part-time student at SLU.</td>
<td>Student has no college or university connection.</td>
</tr>
<tr>
<td></td>
<td>1818 ACC offers college course work in a familiar setting.</td>
<td>AP offers college-level high school course work in a familiar setting.</td>
</tr>
<tr>
<td></td>
<td>Successful completion of the course earns guaranteed college credit at SLU.</td>
<td>Successful completion of the course may earn college credit, depending on AP exam score and college/university standards.</td>
</tr>
<tr>
<td></td>
<td>Student’s course grades become part of SLU undergraduate GPA.</td>
<td>Student’s course grades do not transfer to college or university.</td>
</tr>
<tr>
<td></td>
<td>Student’s course credit is transferable to many other colleges/universities besides SLU.</td>
<td>Student’s course credit depends on the college/university’s AP score standards.</td>
</tr>
<tr>
<td></td>
<td>Student has Pius XII Library privileges.</td>
<td>NA</td>
</tr>
<tr>
<td></td>
<td>Student completes the classroom teacher’s final exam at the end of the course.</td>
<td>Student completes a nationally-normed AP exam at the end of the academic year.</td>
</tr>
<tr>
<td></td>
<td>All 1818 ACC instructors hold advanced degrees, M.A. or above.</td>
<td>NA</td>
</tr>
<tr>
<td><strong>Teacher Benefits</strong></td>
<td>Graduate tuition scholarships – 6 hours annually</td>
<td>NA</td>
</tr>
<tr>
<td></td>
<td>Professional Development opportunities (SLU’s expense)</td>
<td>Professional Development opportunities (Teacher’s or school’s expense)</td>
</tr>
<tr>
<td></td>
<td>Instructor stipends</td>
<td>Test-grader stipends</td>
</tr>
<tr>
<td></td>
<td>University Departmental Liaison in each academic discipline</td>
<td>NA</td>
</tr>
<tr>
<td></td>
<td>Pius XII Library privileges, including remote access</td>
<td>NA</td>
</tr>
<tr>
<td><strong>School Benefits</strong></td>
<td>Meets state school improvement guidelines</td>
<td>Meets state school improvement guidelines</td>
</tr>
<tr>
<td></td>
<td>Institutional Tuition Scholarships</td>
<td>NA</td>
</tr>
<tr>
<td></td>
<td>Substitute pay for professional days</td>
<td>NA</td>
</tr>
<tr>
<td><strong>Parent Benefits</strong></td>
<td>Greatly reduced college tuition costs ($65.00 per credit hour)</td>
<td>Potential for greatly reduced college tuition costs</td>
</tr>
<tr>
<td></td>
<td>A voice on the other end of the phone (1818 ACC Office 314-977-3142)</td>
<td>NA</td>
</tr>
</tbody>
</table>