

**Partnership Agreement for
Dual Credit/Concurrent Course Credit**

This Agreement will serve as the instructional partnership between _____ (College) and _____ (School District) and shall be approved by the governing boards or designated authorities of these above mentioned entities.

For _____ (School District) and _____ (College), an associate degree-granting institution, the following elements as outlined in the State of Texas Higher Education Coordinating Board's Regulations: Chapter 9 SUBCHAPTER H. Partnerships Between Secondary Schools and Public Two-Year Associate Degree-Granting Institutions are agreed to:

Elements of Partnership Agreement:

- (1) Student eligibility requirements;
- (2) Faculty qualifications;
- (3) Location and student composition of classes;
- (4) Provision of student learning and support services;
- (5) Eligible courses;
- (6) Grading criteria;
- (7) Transcribing of credit; and
- (8) Funding provisions.

Concurrent Course Credit.

(a) Student Eligibility Requirements.

(1) To be eligible for enrollment in a concurrent credit course in an associate degree or level two certificate (TASP-eligible) program, the high school student must present a passing score on the Texas Academic Skills Program (TASP) test or a Board-approved alternative assessment instrument in at least one area (mathematics, reading, writing) as deemed applicable by the college for the intended concurrent course in which the student shall enroll. Students who are exempt from taking the TASP test or the alternative assessment are also exempt for purposes of concurrent course credit. Concurrent course credit students must comply with the rules and regulations of Chapter 5, Subchapter P of this title (relating to Testing and Developmental Education).

(2) To be eligible for enrollment in a concurrent credit course in a TASP-waived college certificate program, the high school student must have passed all sections of the exit-level TAAS test

(3) Students who are home-schooled or enrolled in private or non-accredited secondary schools must satisfy subsection (1) of this section.

(4) The class load of a high school student shall not exceed two college credit courses per semester. However, under special circumstances that indicate a student with exceptional academic abilities is capable of college-level work, based on such factors as grade-point average, ACT or SAT scores, and other assessment indicators, the chief academic officer of a public two-year associate degree-granting institution may grant exceptions to this requirement.

(b) Faculty Qualifications.

(1) All instructors must meet the minimal requirements as specified by the Commission on Colleges of the Southern Association of Colleges and Schools.

(2) The college shall select, supervise, and evaluate instructors for courses which result in the award of concurrent credit.

(3) Instructors teaching courses which result in the award of concurrent credit must be regularly employed faculty members or must meet the same standards, review, and approval procedures used by the college to select faculty responsible for teaching the same courses at the main campus of the college.

(4) Official transcripts of instructors must be kept on file at the college.

(c) Location and Student Composition of Classes for Concurrent Course Credit.

Concurrent credit courses must be taught on the college campus or in classes composed solely of concurrent, advanced placement (AP), and/or college credit students. Exceptions for a mixed class, one composed partly of students enrolled for high school credit only and partly of students enrolled for concurrent, AP, and/or college credit, will be allowed under one of the following three conditions:

(1) If the course involved is required for completion under the State Board of Education Recommended High School Program graduation requirements and the high school involved is otherwise unable to offer such course; or

(2) If the high school involved is classified by the Texas University Interscholastic League as a Class AA school or below, the mixed class will be allowed until September 2002, by which time small school districts should have developed the capacity to receive concurrent credit courses from colleges via instructional telecommunications; or

(3) If the mixed class is limited to enrollment of high school honors students, all of whom will be taught the college-level course.

(d) Student Services.

(1) Students must be given access to the college library, accorded appropriate privileges, and have adequate library resources convenient for use at the site where concurrent course credit is offered.

(2) Students enrolled in concurrent course credit must be provided adequate academic support services including academic advising and counseling.

(e) Eligible Courses.

(1) Courses offered for concurrent course credit must be identified as college-level academic courses in the current edition of the Community College General Academic Course Guide Manual or as college-level technical courses in an approved Tech-Prep or Associate of Applied Science (AAS) degree or certificate program.

(2) Instruction and materials for concurrent course credit must be at the equivalent level of the instruction and materials used for the identical course taught on the main campus of the college.

(f) Grading Criteria. For technical and academic concurrent credit courses, grading criteria should be devised to allow faculty the opportunity to award high school only or high school and college credit depending upon student performance.

(g) Transcribing of Credit. For technical and academic concurrent credit courses, high school as well as college credit should be transcribed immediately upon a student's successful completion of the performance required in the course.

(h) Funding.

(1) The state funding for concurrent credit courses will be available to both public school districts and public two-year associate degree-granting institutions based upon the current agreement between the Commissioner of Education and the Commissioner of Higher Education.

(2) The college may claim funding for all students enrolled in concurrent course credit.

(3) Only a public community/junior college may waive tuition and fees for a Texas public high school student enrolled in a course for which the student may receive concurrent course enrollment credit. Public technical colleges and other public two-year associate degree-granting institutions may not waive tuition and fees.

Upon approval by the respective governing boards of both partners, and upon signing by the Board Presidents or their designees, this Agreement shall remain in effect until amended or terminated, with 60 days written notice by either party to the other.

Partner School District Signature	College Signature
Type name & title	Type name & Title
Date	Date