



ALAMO  
COLLEGES  
DISTRICT

College Connection

# Memo

**From:** Bridgedette Garza, Director of Student Access and Support Services  
Office of the Vice Chancellor for Student Success at Alamo College District

**Date:** June 17, 2025

**Re:** Signature Request: ACD College Connection Program MOU for Urban and Rural High Schools

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On the following pages is the Alamo College District College Connection MOU for your signature approval. **This is a Non-Academic MOU.**

**The College Connection MOU will allow ISD partnerships for recruitment and onboarding of graduating high school seniors.** College Connection activities, such as participation in (i) a College Awareness presentation (recommended), (ii) a Career Pathways (Endorsements to AlamoINSTITUTE to Careers) presentation (recommended), (iii) an ApplyTexas online admission application workshop (recommended), (iv) AlamoNAVIGATE / AlamoENROLL modules workshops (recommended), (v) Free Application for Federal Student Aid (FAFSA) or Texas Application for State Financial Aid (TASFA) sessions (recommended), as well as assessment information sessions (optional) and other activities as determined and mutually agreed upon by the ISD and Alamo Colleges District (optional).

Thank you,



**Bridgedette Garza**

Director of Student Access and Support Services  
Office of the Vice Chancellor for Student Success  
Alamo Colleges District

2222 N. Alamo | San Antonio, TX 78215  
210-485-0582 (Direct) | 210-485-0000 (Main) | [alamo.edu](http://alamo.edu)



2025-2026 and 2026-2027  
URBAN/RURAL HIGH SCHOOL COLLEGE CONNECTION PROGRAM AGREEMENT  
BY AND BETWEEN  
JUDSON INDEPENDENT SCHOOL DISTRICT AND  
ALAMO COMMUNITY COLLEGE DISTRICT

The Judson Independent School District and its high school(s) (herein referred to as ISD) will participate in the Alamo Colleges District College Connection program during the 2025-2026 and 2026- 2027 school years and agrees with the Alamo Community College District (herein “Alamo Colleges District”), comprised of the following colleges: Northeast Lakeview College, Northwest Vista College, Palo Alto College, San Antonio College, and St. Philip’s College (each herein referred to as an “Alamo College”) as follows.

General Participation –ISD

1. The ISD will facilitate and encourage participation in the College Connection program by having the students within the ISD 2026 and 2027 junior and senior classes participate in the College Awareness presentation. Thereafter, students within the ISD 2026 and 2027 junior and senior classes who indicate an interest in seeking enrollment in any of the five (5) Alamo Colleges District (hereinafter specifically defined as “Prospective AC Students”) will continue to receive College Connection program services. The ISD will obtain valid consents to the release of any information herein addressed for which such consent is required under the Family Educational Rights and Privacy Act, 20 United States Code 1232(g), 34 CFR Part 99 (“FERPA” and “FERPA Consent,” respectively). The ISD will make an annual notification to parents of all students, and to students themselves who are at least 18 years of age, that the ISD forwards education records to other agencies or institutions that have requested the records and in which the student seeks or intends to enroll or is already enrolled, so long as the disclosure is for purposes related to the student’s enrollment or transfer. Any exchange by the parties of student record information protected by FERPA shall commit the receiving party to limit the use of such information to the purposes for which the disclosure was made, and to impose such limits on any re-disclosure, and the parties agree to comply with all applicable statutory and regulatory provisions, including, without limitation 34 CFR 99.31, 99.32, 99.33, 99.34 and 99.35.
2. The ISD will schedule appropriate times during the school day and provide adequate facilities and ISD staff oversight for a College Awareness presentation, which may include AlamoPROMISE information. By mutual agreement, sessions may be conducted through a video conferencing platform. In addition, the ISD through identified contacts will provide student rosters as requested by ACD of FERPA-compliant directory information to include the student’s name, contact information, birthdate, high school attending, and high school student identification number. The ISD will support interested students and facilitate their priority processing for admissions, program eligibility, and financial aid awards by scheduling the presentations under one or both of the following options:
  - a. Senior Year (Fall semester): College Awareness presentation sessions are conducted in person or through videoconferencing. During the event, students may complete a prospective student inquiry which establishes a temporary student record and facilitates accurate matching and timely processing of enrollment records.

- b. Junior (Spring semester): College Awareness presentation sessions are conducted in person or through video conferencing. During the event, students may complete a prospective student inquiry which establishes a temporary student record and facilitates accurate matching and timely processing of enrollment records.

The ISD will schedule, support and distribute information provided by the College Connection representative to their students about recommended and optional College Connection activities, such as participation in (i) a College Awareness presentation (recommended), (ii) a Career Pathways (Endorsements to AlamoINSTITUTE to Careers) presentation (recommended), (iii) an ApplyTexas online admission application workshop (recommended), (iv) AlamoNAVIGATE / AlamoENROLL modules workshops (recommended), (v) Free Application for Federal Student Aid (FAFSA) or Texas Application for State Financial Aid (TASFA) sessions (recommended), as well as assessment information sessions (optional) and other activities as determined and mutually agreed upon by the ISD and Alamo Colleges District (optional).

- 3. The ISD obligation of student assessment: If the ISD is authorized to administer the TSI-approved assessment test, the ISD will perform on behalf of Alamo Colleges District the requirement of TSI Rule 4.55 (19 Texas Administration Code 4.55) that each test-taking student be provided pre-assessment activities ("Activities") that address, at a minimum, the defined Activities components in an effective and efficient manner, such as through workshops, orientations, and/or online modules. By administering the approved assessment test, the ISD certifies that the student has been provided the Activities. These activities may be fulfilled with the AlamoENROLL Test Prep Module.
- 4. Results from TSI exams administered via ISD/College Board-approved test-sites will be submitted to the respective Alamo College in the required technical format including Alamo Colleges District Student ID that facilitates official delivery/receipt.
- 5. The ISD through identified contacts will instruct students to take external testing (SAT, ACT, AP, TSI) to request test scores be sent to one or more of the Alamo Colleges.
- 6. The ISD through identified contacts will provide information technology support and be responsible for ensuring firewalls are disabled to provide access to websites required for online sessions and AlamoENROLL modules for Prospective AC Students use.
- 7. The ISD through identified contacts will provide links to the Alamo Colleges District College Connection website on their websites.
- 8. The ISD will provide bus transportation of Prospective ACD Students to an Alamo College for mutually agreed upon college visits. Based on the availability of funds.
- 9. The ISD through identified contacts will provide a minimum of an official 6-semester transcript regarding Prospective ACD Students by November 1 of their senior year. The receipt of the 6-semester transcript expedites admissions, award of student financial aid, and verification of program eligibility where applicable. In compliance with FERPA requirements, the Alamo Colleges District may request official 6-semester transcripts for students who establish an intent to enroll defined as the submission of the Application for Admission, Free Application for Student

Financial Aid (FAFSA) or Texas Application for State Financial Aid (TASFA), or enrollment in courses.

10. Upon the student's or Alamo Colleges District's request, the ISD will provide an official final high school transcript as agreed by the Alamo Colleges District and the ISD. Official final high school transcripts must include the graduation date and be received prior to the semester of entry into an Alamo College.

#### General Participation—Alamo Colleges District

1. The Alamo Colleges District — Northeast Lakeview College will provide administrative oversight, planning materials, a staff liaison, and sufficient staff members to assist Prospective AC Students to complete the College Connection activities identified by the high school and Alamo Colleges District staff.
2. The Alamo Colleges District — Northeast Lakeview College will make college and career exploration resources available to all College Connection Prospective AC Students.
3. The Alamo Colleges District — Northeast Lakeview College will provide information related to the Alamo Colleges District's steps to enrollment, degree/certificate options (AlamoINSTITUTES) and Texas Success Initiative ("TSI") requirements.

#### Data Sharing—ISD

1. After Prospective AC Students are self-identified following a College Awareness presentation at their ISD, the ISD will provide to Alamo Colleges District, electronically in a template provided by Alamo Colleges District, no later than an agreed upon date, student-specific directory information, consisting, without limitation, of student name (first, middle, last), date of birth, personal email, mobile phone and mailing address of record. Only for students whose parents have opted out of directory information disclosure, ISD will first obtain a valid FERPA release. The ISD will make a reasonable attempt to notify the parent, at their last known address, if the ISD has failed to make an annual notification to parents of all students that the ISD forwards education records to other agencies or institutions that have requested the records and in which the student seeks or intends to enroll or is already enrolled, so long as the disclosure is for purposes related to the student's enrollment or transfer. The ISD may remove individual Prospective AC Students from the original roster by sending electronically a removal roster listing only students to be removed and showing the following information: Student Name (first, middle, last), and reason for removal (e.g., student has left the district).
2. The ISD may add additional Prospective AC Students to the original roster by sending electronically an additional roster listing only students to be added and showing the following information: Student name (first, middle, last), date of birth, mailing address of record, previous high school, and reason for addition.
3. Those ISD which are designated testing sites for Alamo Colleges District TSI-approved assessment test will provide participating Prospective AC Students test scores to the authorized Alamo Colleges District Assessment Official. Upon request by the Alamo Colleges District, the ISD will provide the

Alamo Colleges District with an explanation of said Activities and how they are provided. By administering the approved assessment test, the ISD certifies that the student has been provided the Activities. ISD will first obtain a valid FERPA release and make a reasonable attempt to notify the parent at their last known address, if the ISD has failed to make an annual notification to parents of all students that the ISD forwards education records to other agencies or institutions that have requested the records and in which the student seeks or intends to enroll or is already enrolled, so long as the disclosure is for purposes related to the student's enrollment or transfer.

4. Upon receipt of a prospective student inquiry and/or student directory information, the Alamo Colleges District will use the information to present college application, career and program resources, and financial aid information to each student regarding whom the information is received. The Alamo Colleges District may use the student-specific directory information to send information pertaining to enrollment in an Alamo College to the families of all ISD seniors who have not objected. The Alamo Colleges District may use participating Prospective ACD Student test scores to determine student enrollment eligibility and to provide students with additional college admissions testing opportunities. ISD student-specific information may be used by the Alamo Colleges District as authorized in this Agreement for student enrollment purposes through September 2026 for 2025-2026 seniors and September 2027 for 2026-2027 seniors.
5. Any unauthorized disclosure of confidential student information is a violation of FERPA and shall not be permitted to occur. While in possession of this data, ISD shall permit only its employees authorized to use the data for college enrollment purposes to have access to the data for that purpose. ISD also agrees to store the data in a secure area and to prevent unauthorized access.

#### Data Sharing—Alamo Colleges District

1. The Alamo Colleges District will provide the ISD with access to college enrollment data for prospective students.
2. Upon request, the Alamo Colleges District will provide the following annual reports to the ISD principal: summer and fall Alamo Colleges District's enrollment of former ISD students, by ISD; and other mutually agreed upon reports.
3. The Alamo Colleges District assures that in all reports, electronic or otherwise, derived from information made available under this agreement, data shall be aggregated in such a way that no individual will be identified directly or by deduction.
4. The Alamo Colleges District may provide individual College Connection participating student test score information for tests administered by the Alamo Colleges District to such students' respective ISD authorized personnel upon written request that includes FERPA-compliant approval of such disclosure.
5. Any unauthorized disclosure of confidential student information is a violation of FERPA and shall not be permitted to occur. While in possession of this data, the Alamo Colleges District shall permit only its employees authorized to use the data for college enrollment purposes to have access to the data. The Alamo Colleges District agrees to store the data in a secure area and to prevent unauthorized access.

## Data Sharing – Mutual

1. Parties agree to have their information technology functions confer regarding the best feasible method for secure transfer of ISD student information in a mutually agreeable format, preferably electronically, that includes acceptable security protocols to ensure a secure data transmission and receipt with data integrity measures implemented at all reasonable and practical levels.


This Agreement covers only the essential elements of a cooperative relationship; unexpected events may arise that require mutual understanding, communication, and trust. If either party chooses not to honor this agreement, either party will be responsible for notifying the other party and/or its authorities (*i.e.*, Principal, College Vice President, etc.) in writing.

Commencement and Expiration Date: This instrument is executed and becomes effective on the date of the last signature and is effective through August 31, 2027, at which time it will expire unless it is extended in writing. ***This instrument may also be reviewed and revised as needed during the two-year cycle.***

EFFECTIVE as of the last written date below.

Alamo Colleges District:

Participating ISD:

 5/8/2025

Debi Gaitan  
Interim Vice Chancellor for Student Success  
Alamo Colleges District

Date

Dr. Milton R. Fields  
Superintendent  
Judson Independent School District

Date

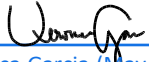
College President's signature on following page

APPROVED  
AS TO FORM ONLY  
  
GENERAL COUNSEL (ALAMO COLLEGES)


APPROVED  
By Ross Laughead at 2:59 pm, May 06, 2025

COUNTERSIGNATURE / RATIFICATION BY COLLEGES

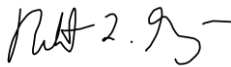
The undersigned Colleges of the Alamo Colleges District – Northeast Lakeview College (NLC), Northwest Vista College (NVC), Palo Alto College (PAC), St. Philip's College (SPC) and San Antonio College (SAC), hereby counter-sign and/or ratify the foregoing document signed by the District to which this Ratification is attached.

  
Veronica Garcia (May 19, 2025 06:54 CDT)

Veronica Garcia, Ph.D. Date  
President, Northeast Lakeview College  
1201 Kitty Hawk Rd.  
Universal City, TX 78148

  
Amy Bosley (May 21, 2025 11:11 CDT)

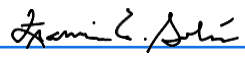
Amy Bosley, Ed.D. Date  
President, Northwest Vista College  
3535 N. Ellison Drive.  
San Antonio, TX 78251



Robert Garza, Ph.D. Date  
President, Palo Alto College  
1400 W. Villaret Blvd.  
San Antonio, TX 78224

*Adena Williams Loston*

Adena Loston, Ph.D. Date  
President, St. Philip's College  
1801 Martin Luther King Drive  
San Antonio, TX 78203

  
Francisco Solis (May 29, 2025 11:48 CDT)

Francisco Solis, JD Date  
President, San Antonio College  
1819 N. Main Ave.  
San Antonio, TX 78212