

**MEMORANDUM OF AGREEMENT
BETWEEN
THE DENTON INDEPENDENT SCHOOL DISTRICT
AND
THE UNIVERSITY OF NORTH TEXAS
DUAL CREDIT PROGRAM**

STATE OF TEXAS

This dual credit memorandum of agreement (or “Agreement”), made and entered into by and between the **Denton Independent School District**, a Texas independent school district (referred to herein as “SCHOOL DISTRICT”), and **The University of North Texas**, a Texas public institution of higher education, (referred to herein as “UNIVERSITY”). SCHOOL DISTRICT and UNIVERSITY may hereafter be individually referred to as “Party” and collectively as “Parties”.

PURPOSE

The purpose of this Agreement is to provide students the opportunity to earn both university and high school credit while enrolled in high school. The UNIVERSITY and SCHOOL DISTRICT will approve students meeting program requirements to enroll in courses referenced in this Agreement. Course credit will be awarded through the SCHOOL DISTRICT for high school academic requirements and the UNIVERSITY for college semester credit hours. The UNIVERSITY will be recognized in all promotional materials that serve to encourage dual enrollment.

PROGRAM GOALS

The dual credit program provided by the UNIVERSITY will enable high school students in the SCHOOL DISTRICT to enroll in eligible courses and course equivalencies as defined in the following section. The program goals enable students to complete a minimum of twelve (12) semester credit hours of college credit prior to high school graduation and align with statewide dual credit goals developed under the Texas Education Code (TEC) §28.009(b-1) as outlined in Attachment A, attached hereto and incorporated herein.

ELIGIBLE COURSES AND COURSE EQUIVALENCIES

The UNIVERSITY shall establish and conduct the courses with identified semester credit hours aligned with the high school dual credit equivalencies included in Attachment B, attached hereto and incorporated herein. Additional UNIVERSITY dual credit courses may be added as an addendum and are limited to foreign language courses and those in the UNIVERSITY approved core curriculum.

ALIGNMENT OF ENDORSEMENTS AND TOOLS FOR SELECTING

Dual credit courses offered by the UNIVERSITY under this Agreement and included in Attachment B apply toward a multidisciplinary studies endorsement where students earn credits in advanced courses from multiple content areas, including math, science, arts, humanities, and social sciences, and sufficient to complete the distinguished level of achievement under the foundation high school program.

Counselors, students and families have access to information about the Texas Core Curriculum, UNIVERSITY degree plans and 4-year course sequences in the UNIVERSITY catalog. Access to information about high school endorsements are provided by the SCHOOL DISTRICT's counselors and website.

STUDENT ELIGIBILITY

A student is eligible to enroll in dual credit courses offered by the UNIVERSITY if he or she:

1. Demonstrates eligibility to enroll in dual credit coursework under Texas Higher Education Coordinating Board (THECB) rule by showing he or she:
 - a. is a non-degree-seeking student, defined by THECB rule as a student who has not filed a degree plan with an institution of higher education and is not required to do so under TEC §51.9685;
 - b. qualifies for an exemption from the requirements of the Texas Success Initiative (TSI) under TEC §51.338;
 - c. has met the minimum passing standards on the relevant section(s) of a THECB-approved TSI assessment instrument (TSIA or TSIA2);
2. is enrolled in a college connect course; Meets the university's regular prerequisite requirements designated for that course (e.g., minimum score on a specified placement test, minimum grade in a specified previous course, etc.).

LOCATION OF CLASSES

The UNIVERSITY may offer dual credit courses at their site, an approved SCHOOL DISTRICT campus, or via distance education. Regardless of location, all courses offered will meet the standards of equivalent courses taught at the UNIVERSITY. Dual credit courses taught via distance education must adhere to THECB rules and Principles of Good Practice for Distance Education and the UNIVERSITY'S standards for distance learning courses.

STUDENT COMPOSITION OF CLASSES

Classes covered by this Agreement may be made up exclusively of students of the SCHOOL DISTRICT or a combination of UNIVERSITY and SCHOOL DISTRICT students.

FACULTY SELECTION, SUPERVISION, AND EVALUATION

The UNIVERSITY holds the responsibility and authority for selection, supervision, and evaluation of faculty for courses offered under this Agreement. The UNIVERSITY shall provide a faculty member responsible for the instruction in all dual credit courses. This faculty member

shall meet the credentialing standards set by the UNIVERSITY and in accordance with standards set by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), unless the UNIVERSITY and SCHOOL DISTRICT agree upon the SCHOOL DISTRICT providing an instructor for a specific course meeting both the UNIVERSITY and SACSCOC credential requirements.

Any UNIVERSITY faculty member teaching on a campus of the SCHOOL DISTRICT shall be required to undergo fingerprinting in compliance with TEC §22.0834 and related rules and regulations.

COURSE CURRICULUM, INSTRUCTION AND GRADING

Course curriculum, including course content, methods of delivery, methods of assessment and scheduled contact hours will adhere to all standards set by the UNIVERSITY and by THECB. Dual credit courses will be taught and grades assessed according to standard collegiate practices.

The UNIVERSITY faculty member holds the final responsibility for the content, design, evaluation, and assignment of grades to assure each course meets both the UNIVERSITY and accreditation requirements.

The UNIVERSITY may provide a college connect course for certain subjects within the UNIVERSITY's core curriculum. If offered, these courses must incorporate supplemental college readiness content to support students who have not demonstrated college readiness. The UNIVERSITY may deliver the required supplemental instruction through supplemental instruction, supplemental coursework, or other methods.

ACADEMIC POLICIES AND STUDENT SUPPORT SERVICES

Students enrolled in dual credit courses are subject to the academic and code of student conduct policies of the UNIVERSITY, as well as being subject to the academic and student conduct policies of the SCHOOL DISTRICT. The faculty member who holds responsibility for the course shall address issues of course-related academic integrity.

Students enrolled in dual credit courses will be provided access to support services to assure appropriate recruitment, registration, orientation, retention, and course planning, as well as relevant course materials and library resources, sufficient to provide the opportunity for student success in these courses and to assure the accumulation and transfer of credit earned through dual credit courses.

ADVISING STRATEGIES

UNIVERSITY or SCHOOL DISTRICT will provide prospective dual credit students with information about the Texas Core Curriculum, transferability of dual credit coursework, and applicability of dual credit coursework to student's intended major.

Dual credit students must see their school counselor or designee before registering for dual credit classes. All dual credit students shall visit with a UNIVERSITY advisor about degree requirements and file a degree plan with the UNIVERSITY at the end of the second regular semester or term immediately following the semester or term in which the student earned a cumulative total of fifteen (15) or more semester credit hours of course credit for dual credit. Once a student files a degree plan with an institution of higher education, the student is considered a degree-seeking student under THECB rule.

ACADEMIC SUPPORT SERVICES

Students enrolled in dual credit courses will have access to academic support services available to any UNIVERSITY student including, but not limited to tutoring, writing center, math lab, academic accommodations, disability services, career services, and library instruction. Student may access academic support services at a UNIVERSITY campus or through online resources provided by the UNIVERSITY.

TRANSCRIPTING OF CREDIT

The UNIVERSITY will award credit for completed courses which have been approved by SCHOOL DISTRICT for dual credit as indicated in Attachment B. All approved courses have been evaluated and approved through the official university undergraduate curriculum committee and in accordance with THECB requirements for the UNIVERSITY and with Texas Education Agency (TEA) requirements for high school graduation by the SCHOOL DISTRICT and shall be taught at a university level.

The UNIVERSITY shall maintain permanent student records of semester credit hours earned by students under this Agreement and make them available to students following the standard UNIVERSITY process for providing official transcripts.

FUNDING

The UNIVERSITY will make available dual credit courses at the cost of \$50 per semester credit hour. The UNIVERSITY will charge standard fees for dual credit, admission applications, orientation, TSI assessment, parking and the uploading of meningitis information. Notification of dual credit fees will be provided to the SCHOOL DISTRICT prior to the beginning of the registration cycle. The SCHOOL DISTRICT and/or student will incur all tuition and applicable fees. The student is responsible for the purchase of any textbook and/or course materials. The UNIVERSITY may waive admission application fees for eligible SCHOOL DISTRICT students (i.e., students on free or reduced lunch).

PROGRAM DETAILS

The UNIVERSITY and SCHOOL DISTRICT will adhere to all rules stipulated in the Texas Administrative Code (TAC) and as delineated by the Texas Higher Education Coordinating Board (THECB): TAC Title 19, Part 1, Chapter 4, Subchapter D and any related guidelines

issued by THECB. In the event the TAC is amended or the THECB adopts new guidelines during the term of this Agreement, the new amendments and guidelines shall prevail.

Students meeting program requirements and seeking enrollment for coursework enumerated in Attachment B must submit the following college admission documents:

1. Apply Texas Admissions Application;
2. Dual Credit Enrollment Permission Form;
3. Family Educational Rights and Privacy Act Waiver (optional);
4. Meningitis Vaccination Record (if taking courses on a UNIVERSITY campus);
5. Residency Questionnaire (if undocumented status); and
6. LUNDC Waiver (if undocumented status).

All courses referenced in this Agreement must be taught using the UNIVERSITY course syllabi.

The UNIVERSITY and SCHOOL DISTRICT agree to a minimum of twenty (20) students per in-person class. Exceptions to the enrollment minimum must be approved in advance by the UNIVERSITY.

Student misconduct in a UNIVERSITY course or on the UNIVERSITY campus will be addressed in accordance with the UNIVERSITY Code of Student Conduct policy. The UNIVERSITY may dismiss students for disciplinary reasons.

CONFIDENTIALITY OF STUDENT INFORMATION

In accordance with the *Family Educational Rights and Privacy Act* (FERPA), the UNIVERSITY shall be deemed a “school official” with “legitimate educational interest” (as such terms are defined by TEC and FERPA) regarding access to any educational records hereunder. Under these guidelines, it is understood and agreed that in order to perform all services as stipulated in this Agreement, it will be necessary for the UNIVERSITY to review and be provided access to the “educational records” of students of the SCHOOL DISTRICT for whom the UNIVERSITY provides educational services. The UNIVERSITY agrees to maintain the confidentiality of any and all educational records of students in the SCHOOL DISTRICT that are disclosed to, or reviewed by, the UNIVERSITY in accordance with federal and state laws, and SCHOOL DISTRICT rules and regulations. The SCHOOL DISTRICT agrees to maintain the confidentiality of any and all educational records of students at the UNIVERSITY that are disclosed to, or reviewed by, the SCHOOL DISTRICT in accordance with FERPA and federal and state laws.

RECRUITMENT, SELECTION, AND ENROLLMENT OF STUDENTS

Student recruitment is the responsibility of the SCHOOL DISTRICT and UNIVERSITY. The UNIVERSITY will assist with admission and registration, as necessary, for all students who are eligible and wish to enroll in UNIVERSITY dual credit coursework.

SCHOOL DISTRICT attendance policies will be followed as to high school and dual credit courses to meet TEA's average daily attendance (ADA) guidelines. In addition, UNIVERSITY attendance policies will be followed as to UNIVERSITY courses and instructor expectations.

INSTRUCTIONAL CALENDAR

The instruction of dual credit courses will be based on UNIVERSITY'S academic calendar and in collaboration with the SCHOOL DISTRICT to meet ADA compliance. Inclement weather procedures will be established in consultation with all parties to this Agreement.

TRANSPORTATION

It is the responsibility of the dual credit student to arrange transportation to and from all instructional sites to attend UNIVERSITY dual credit classes.

MEDIA AND PUBLIC RELATIONS

Media and public relations regarding the dual credit program will be managed cooperatively, according to SCHOOL DISTRICT and UNIVERSITY protocols, appropriate under the circumstances.

JOINT PLANNING

The UNIVERSITY and SCHOOL DISTRICT will develop a dual credit course schedule at least one semester in advance of offering the courses.

The UNIVERSITY and SCHOOL DISTRICT will collaboratively design, implement, and assess the following program components:

1. Establishment of a calendar that outlines all deadlines, courses, programs and services (e.g., information sessions, application/registration deadlines, advising sessions, etc.).
2. Establishment of effective and efficient procedures and timelines to ensure state compliance with (a) attendance recording and reporting, (b) student progress reports, (c) dual credit add/drops, and (d) awarding of credit.
3. Adoption of practices for: (a) student access to university resources (e.g., library, events, etc.), (b) student services, (c) student conduct, (d) ongoing student success, and (e) UNIVERSITY class makeup.

UNIVERSITY ROLES AND RESPONSIBILITIES

The UNIVERSITY'S duties shall include, but not be limited to, the following:

1. Assign a contact person to assist with the coordination of duties related to this Agreement

2. Assist students in the completion of admissions, college readiness testing, academic advising, and registration procedures.
3. Designate at least one employee responsible for providing academic advising to dual credit students.
4. Record grades and make them available to the SCHOOL DISTRICT to meet University Interscholastic League (UIL) requirements and student progress reports.
5. Provide final grades to SCHOOL DISTRICT immediately upon course completion.
6. Upon SCHOOL DISTRICT request, instructors will record attendance at each class session and make records available to the school principal, or his/her designee, at agreed upon (i.e., UNIVERSITY and SCHOOL DISTRICT) review periods.
7. Course drops and withdrawals will follow UNIVERSITY policy in relation to official recording on the student transcript. Requests for drops/withdrawals must be received in writing from the student with SCHOOL DISTRICT approval. Course enrollment status will be reported to the SCHOOL DISTRICT using an agreed upon schedule.
8. Assign credentialed faculty to provide instruction at a level of rigor and quality that meets both the UNIVERSITY and SACSCOC requirements.
9. Conduct dual credit course content evaluations on a yearly basis, to meet accreditation requirements.
10. Consider the use of free or low-cost open educational resources for courses offered under the program.

SCHOOL DISTRICT ROLES AND RESPONSIBILITIES

The SCHOOL DISTRICT'S duties shall include, but not be limited to, the following:

1. Provide a copy of the SCHOOL DISTRICT's annual calendar and official grade reporting dates.
2. Collaborate with the UNIVERSITY to align the high school curriculum with the college course syllabus and the Texas Essential Knowledge and Skills (TEKS).
3. Assist with recruiting efforts and information dissemination to students and parents regarding UNIVERSITY dual credit opportunities. Schedule and provide a facility to host at least one dual credit information session annually.
4. Provide support to UNIVERSITY or SCHOOL DISTRICT faculty employed to teach dual credit courses in accordance with the rules and regulations of THECB, TEA, and SACSCOC.

5. Coordinate and provide assistance to students regarding UNIVERSITY admissions, testing, and registration procedures as applicable.
6. Designate at least one employee at each high school responsible for providing academic advising to dual credit students.
7. Provide evidence that students are eligible to enroll in dual credit coursework, if applicable.
8. Assign a district or campus contact person to assist with the coordination of duties related to this Agreement, in matters such as:
 - a. providing student records;
 - b. advising students on completion of all required UNIVERSITY admissions documents;
 - c. providing facilities and assisting the UNIVERSITY with dual credit information sessions;
 - d. coordinating with the UNIVERSITY timely submissions of all required student documentation; and
 - e. serving as a liaison to students, parents, high school personnel and UNIVERSITY personnel.

AGREEMENT

This document sets forth the entire instructional agreement with respect to dual credit courses and students. It supersedes any prior dual credit agreement between the Parties.

IMMUNITY AND LIMITS OF LIABILITY

The parties acknowledge that they are governmental entities subject to constitutional and statutory limitations on liability and damages and that neither party waives any immunity or defense in connection with any claims made in connection with or arising out of this Agreement. The parties agree that neither party will be responsible for the other party's acts of negligence which may arise in connection with this Agreement. The provisions in this paragraph are solely for the benefit of the parties to this Agreement and are not intended to create or grant any rights, contractually or otherwise, to any third party.

TERM AND TERMINATION

The term of this Agreement shall be effective as of the date of last signature and shall remain in effect until August 31, 2028 unless terminated earlier as provided herein. Prior to the end of the term, this Agreement may be renewed for a subsequent three (3) year term upon approval of both Parties.

This Agreement may be terminated by either party upon 60 days prior written notice to the other party. In the event of termination under this section, enrolled students shall be permitted to complete their current program at the terminating Party's option.

All notices and communications related to this Agreement shall be addressed to the respective education administrators listed below:

UNIVERSITY	SCHOOL DISTRICT
Dr. Brenda Kihl Sr. Assoc. Vice President Enrollment Partnerships University of North Texas 1155 Union Circle #311481 Denton, TX 76203-5017 (940) 565-4392 Brenda.kihl@unt.edu	Dr. Susannah Holbert O'Bara Superintendent Denton Independent School District 1307 N. Locust St. Denton, TX 76201 (940) 369-0000

In witness thereof, the Denton Independent School District and University of North Texas have executed this Agreement.

Signed by:
 By: Harrison Keller
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 Harrison Keller, President
 UNIVERSITY OF NORTH TEXAS

By: _____
 Susannah Holbert O'Bara, Superintendent
 DENTON INDEPENDENT SCHOOL DISTRICT

Attachment A: Alignment with Statewide Dual Credit Goals

Goal 1: Independent school districts and institutions of higher education will implement purposeful and collaborative outreach efforts to inform all students and parents of the benefits and costs of dual credit, including enrollment and fee policies.

The UNIVERSITY and SCHOOL DISTRICT will provide ongoing outreach efforts to inform students and parents of the dual credit opportunities offered under this agreement, including benefits and costs through multiple modalities.

The UNIVERSITY and SCHOOL DISTRICT will each maintain and regularly update a website with information about the dual credit program. The websites will contain information about dual credit course offerings, program eligibility, admissions and registration processes, tuition and fees, and frequently asked questions that explain the benefits of the dual credit program.

The UNIVERSITY will create and distribute information that describe the dual credit program and direct students and parents to additional resources to learn more about the benefits and cost of the program.

The SCHOOL DISTRICT will arrange one or more information sessions at a convenient location to present essential information about the dual credit opportunities, benefits, and costs to both students and parents. During information sessions, participants are welcome to ask questions of UNIVERSITY and SCHOOL DISTRICT representatives.

Goal 2: Dual credit programs will assist high school students in the successful transition to and acceleration through postsecondary education.

The UNIVERSITY's dual credit program is designed in collaboration with the SCHOOL DISTRICT. Courses selected for dual credit meet high school graduation requirements and apply to the transferrable Texas Core Curriculum and bachelor's degrees at the UNIVERSITY. Through comprehensive informational materials and annual advising, students and parents can make informed decisions and be on track to successfully transition to a college or university.

Goal 3: All dual credit students will receive academic and college readiness advising with access to student support services to bridge them successfully into college course completion.

Dual credit students receive academic and college readiness advising from the UNIVERSITY and the SCHOOL DISTRICT prior to registering for UNIVERSITY dual credit courses. While enrolled in UNIVERSITY dual credit courses, students have access to student support services, including academic advising, counseling, tutoring, math and writing support, academic accommodation services, and library services. These services are available at the UNIVERSITY campus and online from any location with internet access.

Goal 4: The quality and rigor of dual credit courses will be sufficient to ensure student success in subsequent courses.

The UNIVERSITY will maintain responsibility and authority to ensure the quality and rigor of dual credit courses. All faculty teaching dual credit courses are required to meet SACSCOC credentialing standards and ensure the course curriculum, including course content, methods of delivery, methods of assessment, and scheduled contact hours will adhere to all standards set by the UNIVERSITY and by THECB. Dual credit courses will be taught, and grades assessed according to standard collegiate practices to ensure success in subsequent courses.

Attachment B: UNIVERSITY Courses Approved for Dual Credit

DISD Course Title	DISD Course Credit	UNT Course Number	UNT Course Title	UNT Semester Credit Hours
Economics	0.5	ECON 1110	Principles of Macro-Economics	3 hours
United States History	0.5	HIST 2610	United States History before 1865	3 hours
United States History	0.5	HIST 2620	United States History Since 1865	3 hours
United States Government DC	0.5	PSCI 2305	US Political Behavior	3 hours
Special Topics in Social Studies	0.5	PSCI 2306	US and Texas Constitutions and Inst.	3 hours
English III A DC/ English IV A DC	0.5	ENGL 1310	College Writing I	3 hours
English III B DC/ English IV B DC	0.5	ENGL 1320	College Writing II	3 hours