

**Dual Credit Automotive Partnership Agreement
2026-2027**

Appendix 6

I. Parties

A Dual Credit Automotive Partnership Agreement (“Agreement”) among Trinity Valley Community College (“TVCC”) and _____ independent School District (“District”) and is designed to allow high school students at _____ High School (“High School”) to earn Trinity Valley Community College credit along with high school credit for automotive courses including those leading to a Basic Automotive Technology certificate. TVCC automotive classes are certificate only and are not designed to transfer or to apply to an Associate of Arts degree. This Appendix is in addition to the general Partnership Agreement with a focus on automotive programs.

II. Eligible Courses

HIGH SCHOOL DUAL CREDIT				
TVCC Basic Automotive Technology Certificate				
	FALL	HS Clock Hours/Week	SPRING	HS Clock Hours/Week
Year One (10th grade)	AUMT 1201 Introduction & Theory of Automotive Technology (64 contact hours) <i>HS Course - Automotive Basics</i>	3 hr., 20 min.	AUMT 1305 Introduction to Automotive Technology (64 contact hours) <i>HS Course - Automotive Basics</i>	3 hr., 20 min.
Year Two (11th grade)	AUMT 1213 Automotive Suspension & Steering Systems Theory (64 contact hours) <i>HS Course - Auto Tech 1 or 2</i>	3 hr., 20 min.	AUMT 1316 Automotive Suspension & Steering Systems (96 contact hours) <i>HS Course - Auto Tech 1 or 2</i>	5 hr.
Year Three (12th grade)	AUMT 1241 Automotive Climate Control Systems Theory (64 contact hours) <i>HS Course - Auto Tech 1 or 2</i>	3 hr., 20 min.	AUMT 1345 Automotive Climate Control Systems (96 contact hours) <i>HS Course - Auto Tech 1 or 2</i>	5 hr.
	AUMT 1257 Automotive Brake Systems Theory (64 contact hours) <i>HS Course - Auto Tech 1 or 2</i>	3 hr., 20 min.	AUMT 1310 Automotive Brake Systems (96 contact hours) <i>HS Course - Auto Tech 1 or 2</i>	5 hr.
Certifications Possible: Multiple Automotive Industry Based Certifications - ASE (TEA)				

III. Student Eligibility, Enrollment and Attendance

1. Student attendance is a major component of completing an automotive certificate. Students with excessive absences will not be able to achieve the required contact hours. The syllabus for each course must include a plan for students to make up missed time. A student who cannot make up missed time should be dropped from the class.
2. Students enrolling in only Dual Credit automotive workforce classes are not required to take or pass the TSIA. .
3. Students must be sitting in the Dual Credit class in which they are currently enrolled.

4. College courses may not be stacked within the same time period.

IV. Faculty Qualifications, Selection, Supervision, and Evaluation

- 1.** In order to work with the high school schedule, embedded automotive classes may be built as hybrid classes.

Definition of hybrid class – A class built with a portion of the class taught face to face with the instructor and a portion of the class taught via distance learning.

A minimum of 51% of the class must be taught face to face. (See required contact hours on above charts) TVCC encourages the district to work to provide as large a portion of the course face to face as possible. The instructor must thoroughly explain in the syllabus how the hybrid requirements of the course will be taught. This can consist of a combination of shop time and remote learning. The instructor must document participation in the hybrid portion of the course and be able to provide that documentation if requested by TVCC.

- 2.** Instructors of career and technology courses offered for dual credit must provide official transcripts reflecting either a minimum of a bachelor's degree in the teaching discipline, or associate's degree with demonstrated competencies (three years work experience) in the teaching discipline. [Southern Association of Colleges and Schools, Principles of Accreditation, CS 3.7.1]
- 3.** The TVCC credentialed instructor must be the instructor present in the classroom and providing the instruction on a daily basis.

V. Course Scheduling and Faculty Requests

1. The District will work with the Dual Credit office to schedule all embedded automotive classes.
2. All instructors must apply and be credentialed by TVCC. Should an instructor be replaced, TVCC must be immediately notified, and the new instructor will need to apply for employment with TVCC. If an instructor will be out for an extended time, the District must work with TVCC to develop a plan for how the class will be managed in the absence of the instructor.

VI. Location of Classes

1. All embedded dual credit automotive classes will be taught on the District campus.

VII. Funding

1. Embedded career technical education courses taught by an employee of the District will not be charged any tuition or general fees. The ISD will be responsible for all equipment necessary for the course regardless of student FAST eligibility.
2. TVCC does not provide a stipend for embedded workforce instructors.
3. TVCC participates in the FAST (Financial Aid for Swift Transfer program). See Appendix 1

Signature on the MOU will indicate acceptance of this Appendix.