

**AFFILIATION AGREEMENT**

**THIS AFFILIATION AGREEMENT ("Agreement")** is made and entered into this 1st day of August 2017, by and between SPALDING UNIVERSITY (UNIVERSITY), located at 845 S. Third Street, Louisville, Kentucky, 40203 and the Jefferson County Board of Education, on behalf of BALLARD HIGH SCHOOL (SCHOOL), located at 6000 Brownsboro Rd., Louisville, Kentucky, 40222.

**WITNESSETH:**

**WHEREAS**, UNIVERSITY offers one or more courses in Anatomy and Physiology, and

**WHEREAS** UNIVERSITY desires to participate in the Dual Credit Scholarship (DCS) program administered by the Kentucky Higher Education Assistance Authority (KHEAA), has so executed the KHEAA Dual Credit Scholarship Program Administrative Agreement and is listed as a Participating Postsecondary Institution (PPI) and

**WHEREAS** UNIVERSITY desires to offer as a part of its curriculum an opportunity for students of Eastern High School to enroll in courses at Spalding University, and earn academic credit from Spalding University

**WHEREAS**, SCHOOL operates a high school within the Jefferson County Public School district and is capable of providing and desires to provide students dual credit for Management and Marketing courses, and

**WHEREAS**, UNIVERSITY and SCHOOL consider it mutually advantageous to cooperate to further the above-described purposes and desire to commit their entire agreement to writing;

**NOW, THEREFORE**, in consideration of the mutual agreements and undertakings herein specified, UNIVERSITY and SCHOOL agree as follows:

1. **TERM:** This agreement is in effect for one year term, commencing on the 1<sup>st</sup> day of August 2017, and shall continue in effect until the 30<sup>th</sup> day of June 2018.
2. **STUDENT LEARNING EXPERIENCES:** Upon mutual consent of the UNIVERSITY and SCHOOL, an instructor meeting the Southern Association of Colleges and Schools Commission on Colleges (SACS-COC) faculty credentialing standards will be assigned to design the courses according to UNIVERSITY guidelines and requirements. The instructor will possess credentials according to the requirements of UNIVERSITY faculty. The SCHOOL instructors named below will be teaching the following two courses for dual credit:
  - a. Ms. Myra Collins – BIO 251 – Anatomy & Physiology I (3 credit hours)
  - b. Ms. Myra Collins – BIO 253 – Anatomy & Physiology I Lab (1 credit hour)
  - c. Ms. Myra Collins – BIO 252 – Anatomy & Physiology II (3 credit hours)

- d. Ms. Myra Collins – BIO-254 – Anatomy & Physiology II Lab (1 credit hour)

3. **UNIVERSITY RESPONSIBILITIES:**

- A. UNIVERSITY will provide instructor and enrolled students access to “Moodle/Joule” to be used as an assessment, teaching and learning tool.
- B. UNIVERSITY will assign a Spalding e-mail addresses to instructor and enrolled students.
- C. UNIVERSITY will provide lab space (on a scheduled basis) on campus as requested and available.
- D. UNIVERSITY agrees to charge no more than the Dual Credit Tuition Rate Ceiling, equal to one-third (1/3) of the Kentucky Community and Technical College System in-state tuition rate per credit hour, estimated to be \$54.00 per credit hour for the 2017-2018 academic year, regardless of the number of dual credit courses the eligible student enrolls in.
- E. UNIVERSITY understands that DCS funds will only be disbursed for each eligible student with a grade greater than or equal to a D-; UNIVERSITY will be financially responsible in instances where dual credit students do not pass the course.
- F. UNIVERSITY will, upon successful completion of course requirements, verification of such and the submission and posting of final grades, release an official UNIVERSITY transcript to each enrolled student as requested.

4. **SCHOOL RESPONSIBILITIES**

- A. SCHOOL will participate in selection of instructor who meets the Southern Association of Colleges and Schools Commission on Colleges (SACS-COC) faculty credentialing standards.
- B. SCHOOL will facilitate class registration and require that STUDENTS complete and submit an Application for Admission and Dual Credit Course Registration form for each student to UNIVERSITY designee no later than August 31, 2017 for the classes as outlined above.
- C. SCHOOL will provide class time for the students.
- D. Through a program of self-insurance, SCHOOL shall provide and maintain comprehensive general liability coverage in the amount of \$1,000,000 per occurrence/\$2,000,000 aggregate. A certificate of insurance evidencing such coverage shall be provided to UNIVERSITY upon request.

5. **STUDENTS' RESPONSIBILITIES**

- A. STUDENTS will meet all course requirements as outlined in the Syllabus.
- B. STUDENTS will complete and submit UNIVERSITY Application for Admission to the designated SCHOOL representative.
- C. STUDENTS will complete and submit UNIVERSITY Registration Form to the designated SCHOOL representative for the course(s) in which they want to enroll:
  - a. BIO-251 – Anatomy & Physiology I (3 credit hours)
  - b. BIO-253 – Anatomy & Physiology I Lab (1 credit hour)
  - c. BIO-252 – Anatomy & Physiology II (3 credit hours)
  - d. BIO-254 – Anatomy & Physiology II Lab (1 credit hour)
- D. STUDENTS may withdraw from dual credit courses up until the withdrawal deadline noted below. DCS grade report will reflect “W” indicating course


withdrawal.

- a. BIO-251 – Anatomy & Physiology I – November 17, 2017
- b. BIO-253 – Anatomy & Physiology I Lab – November 17, 2017
- c. BIO-252 – Anatomy & Physiology II – April 27, 2018
- d. BIO-254 – Anatomy & Physiology II Lab – April 27, 2018
- E. STUDENTS enrolled in a dual credit course not covered by the Dual Credit Scholarship (DCS) will be responsible for payment of tuition charges not to exceed the Dual Credit Tuition Rate Ceiling, equal to one-third (1/3) of the Kentucky Community and Technical College System in-state tuition rate per credit hour, estimated to be \$54.00 per credit hour for the 2017-2018 academic year.

**IN WITNESS WHEREOF**, the parties hereto have executed this agreement on this date as noted below.


**‘UNIVERSITY’**

Spalding University  
845 S. Third Street  
Louisville, KY 40203

By:   
Title: Provost  
Date: 6/3/17

**‘SCHOOL’**

Ballard High School  
6000 Brownsboro Rd.  
Louisville, KY 40222

By:   
Title: Principal  
Date: 6/8/17

Jefferson County Board of Education

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_