



Memorandum of Agreement

Eastern Kentucky University
For Office of Academic Affairs Use Only

AGREEMENT NUMBER: CEO001

College/Unit: Academic Affairs
Department: Office of the Provost
Program: Dual Credit and ECU Now!

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Memorandum of Agreement Between Eastern Kentucky University, the Participating Postsecondary Institution in the KY State Dual Credit Scholarship Program, and Marion County Schools, the Dual Credit Partner For EKU Dual Credit

I. Purpose

The purpose of this Memorandum of Agreement (MOA) is to assign the responsibilities of the agreement's designated parties and to outline the conditions of a joint curricular venture between Eastern Kentucky University (EKU) and Marion County Schools, herein referred to as The Dual Credit Partner, involving participation in dual credit.

EKU is a Participating Postsecondary Institution (PPI) in the KY State Dual Credit Scholarship Program.

II. Admission and Advisement of Students

A. Admission.

All students participating in dual credit will be admitted to the University based on the admission requirements for dual credit as outlined by the Dual Credit Program Guidelines specified in the current ECU Undergraduate Catalog.

In order to be eligible to participate in ECU Dual Credit, high school juniors/seniors must meet or exceed the academic standards specified within the Dual Credit Program Guidelines.

Students who do not meet ECU Dual Credit criteria, and who are not enrolled in the ECU Dual Credit course(s), may not participate in the dual credit course(s) for high school credit only.

B. Advising of Students.

EKU will be responsible for advising students regarding ECU courses and how they apply to general education and majors at ECU.

EKU is responsible for informing students/parents that enrollment in an ECU course through dual credit establishes an academic history at ECU and that any financial obligation while on campus (e.g. unpaid parking tickets, unpaid fines, etc.)

will result in a hold on any further activity, such as enrollment in classes or receipt of transcripts, until such obligations are met.

The Dual Credit Partner will be responsible for ensuring the fulfillment of state-mandated educational requirements for completion of high school.

III. Enrollment in Courses

- A. The number of courses in which a student may enroll is determined by the Dual Credit Guidelines as stated in the ECU Undergraduate Catalog as well as course availability at specific locations. This dual credit partnership covers only courses offered in Addendum I.
- B. The Dual Credit Partner agrees that ECU Dual Credit students must adhere to the add/drop procedures for dropping the course as outlined by the ECU Undergraduate Catalog.

IV. Faculty

- A. ECU reserves the right to determine if high school faculty are qualified to teach ECU courses according to SACSCOC and ECU policy and academic department standards. Furthermore, ECU reserves the right to cancel a course or discontinue the services of a specific instructor if that instructor fails to meet academic expectations (academic outcomes, academic oversight requirements, professional development requirements, etc.).
- B. The Dual Credit Partner agrees to grant ECU access to ECU Dual Credit classrooms for evaluation purposes.

V. Program Curriculum and Assessment

ECU is solely responsible for the development of the curriculum for courses provided for university credit. Therefore, the courses must use the syllabus, textbook, and assessments as determined by ECU.

Per the Kentucky Dual Credit policy, “The postsecondary institution’s grading policy will apply to dual credit courses and be used by the secondary school awarding credit.”

VI. Tuition, Fees and Financial Aid

A. Tuition and Fees.

Dual credit students are permitted to enroll in courses at ECU according to the tuition rate specified for the academic year, in accordance with the KY State Dual Credit Scholarship Program

Dual credit students are responsible for the cost of textbooks (digital or hard copy), course materials and parking permits, if applicable.

B. Financial Aid.

Federal and State financial aid, beyond the KY State Dual Credit Scholarship and Work Ready Scholarship through KHEAA, is not available to dual credit students.

Students' financial aid, upon entering college as freshmen, may be adversely affected by substandard grades earned as dual credit students.

VII. FERPA

- A. In that this agreement establishes a partnership with The Dual Credit Partner, it is understood that ECU can communicate student information, including mid-term and final grades, to the high school with no violation of FERPA.
- B. Due to federal privacy rules, ECU cannot release student academic information to parents unless given written permission by the student. Students may choose to set up a Web-4-Parent view only account. Parents with access to this account are able to login to ECU direct with the ECU generated ID and password to view the screens that the student has given permission for them to see.

VIII. Student Support and University Awareness

At an agreed upon time and date midway through the course, the school agrees to provide ECU staff the opportunity to meet with the enrolled students to inform or remind students of university support services, provide additional information about ECU's programs and offerings, and/or to answer questions about ECU's dual credit program and/or the University.

IX. Grievances

Grievances regarding any aspect of the dual credit program will be addressed to ECU and handled by adherence to its policies.

X. Terms, Review, Renegotiation, and Termination of MOA

A. Terms of the MOA.

This Memorandum of Agreement is in effect from the date signed by duly designated officers of both parties to the agreement. It shall be in effect for three years following the date of signature.

B. Periodic Review of the MOA.

This MOA will be reviewed at least every three years.

C. Renewal and Renegotiation of the MOA.

Changes in ECU policy or The Dual Credit Partner policy may require a renegotiation of terms and conditions prior to the renewal date.

D. Termination of the MOA

Either institution may terminate this agreement with adequate notice. Adequate notice is defined as providing sufficient time to implement the teach-out agreement outlined below. Termination of the agreement may occur if changes in any of the following make it impossible to continue cooperatively offering courses: the

mission of either EKV or The Dual Credit Partner, funding, state or federal regulations, or policies of accrediting bodies of either institution.

E. Teach-Out Agreement

In the event that the decision is made to terminate this curricular venture, every effort will be made to accommodate students, faculty, and staff so as to minimize the disruption of their academic course of study or their professional careers. Students already enrolled in courses at the time the MOA is terminated will be permitted to complete their courses.

EASTERN KENTUCKY UNIVERSITY

Vice Provost for Academic Affairs

Date

President

Date

MARION COUNTY SCHOOLS

Superintendent

Date

Chairman of the Board

Date

Addendum I
For Memorandum of Agreement
Between
Eastern Kentucky University and Marion County Schools
For
EKU Dual Credit

General Education Courses
and
Career Pathway Courses