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TROY WOOD, CHIEF OPERATIONS OFFICER

TO: Dr. Jesse Bacon, Superintendent  
FROM: Dr. Lee Barger, Director of CCR/Innovative Programs  
DATE: June 5, 2024  
RE: 2024-2025 MOA- Eastern Kentucky University

Attached, please find an MOA between Eastern Kentucky University and Bullitt County Public Schools for the 2024-2025 school year. Eastern Kentucky University and Bullitt County Public Schools will work together to provide postsecondary opportunities for students enrolled in dual credit courses.

- Students must meet or exceed the academic standards specified within the Dual Credit Program Guidelines with ECU
- Students must apply for ECU courses
- Students will be charged no more than the dual credit tuition rate specified in accordance with the Kentucky State Dual Credit Scholarship Program
- Students must complete a 30 minute college success counseling session with their high school counselor
- ECU is solely responsible for the curriculum provided for university credit. Therefore, courses must use the syllabus, textbook, and assessments as determined by ECU
- Students are responsible for the cost of textbooks and course materials

This contract has been reviewed by Dinsmore & Shohl LLP. Please place this request for approval on the June board agenda.

**OUR MISSION IS TO INSPIRE AND EQUIP OUR STUDENTS TO SUCCEED IN LIFE**

**BULLITT COUNTY PUBLIC SCHOOLS IS AN EQUAL EDUCATION AND EMPLOYMENT INSTITUTION**



**DUAL CREDIT ACADEMIC AGREEMENT**  
**Memorandum of Agreement Between**  
**Eastern Kentucky University and**  
**BULLITT COUNTY PUBLIC SCHOOLS, the Partner Institution for ECU 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 curricular partnership between Eastern Kentucky University (EKU) and **BULLITT COUNTY PUBLIC 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**

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 EKU Undergraduate Catalog. This information can be found at the EKU Dual Credit Criteria website (<https://dualcredit.eku.edu>).

To be eligible to participate in EKU Dual Credit, high school juniors or seniors must meet or exceed the academic standards specified within the current Dual Credit Program Guidelines. Students must also meet any course prerequisites before enrolling into a course.

Students must be accepted into the EKU Dual Credit program and meet the course criteria to receive both high school and EKU college credit for the course(s). Student(s) who are not enrolled in dual credit may participate in a non EKU general education course(s) if they are taught by a high school dual credit instructor with prior approval by the EKU Dual Credit Office.

**III. Advising of Students.**

EKU is responsible for advising students regarding EKU courses and how they apply to General Education and EKU programs of study.

EKU is responsible for informing students and guardians that enrollment in an EKU course through dual credit establishes an academic history at EKU. Any financial obligations incurred by the student (e.g. unpaid parking tickets, unpaid fines, etc.) will result in a financial hold being placed on the student account. This type of hold may impact the students' ability to register for

future courses and receive academic transcripts. Holds cannot be released until such obligations are met.

The Dual Credit Partner is solely responsible for ensuring the fulfillment of state mandated educational requirements for completion of high school.

#### IV. Enrollment in Courses

The number of courses in which a student may enroll, course availability and location(s), and required course prerequisites are determined by the Dual Credit Guidelines and can be found in the EKU Undergraduate Catalog in effect at the time of enrollment.

The Dual Credit Partner agrees that EKU Dual Credit students must adhere to the add/drop procedures for dropping the course as outlined by the EKU Undergraduate Catalog.

Student registration is not guaranteed and is based upon course availability.

#### V. Faculty

EKU ensures appropriate faculty qualifications for those who provide instruction for Dual Credit courses; these faculty members possess the same academic credentials and/or documented professional experience required by EKU of all of its faculty.

Furthermore, EKU 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.).

The Dual Credit Partner agrees to grant EKU access to EKU Dual Credit classrooms for evaluation purposes.

At the start of each academic year, EKU Dual Credit Instructors located in partner schools will be required to review, sign, and return an EKU Dual Credit Assurances form. This form will list responsibilities, guidelines, and other important information instructors will adhere to while teaching a dual credit course. The EKU Dual Credit Office will email the form and collect all forms.

#### VI. Program Curriculum and Assessment

EKU is solely responsible for the development of the curriculum for courses provided for University credit, including Dual Credit courses. Therefore, the courses must use the syllabus, textbook, and assessments as determined by EKU.

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."

## VII. Tuition, Fees and Financial Aid

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 Kentucky 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. Dual credit students are not eligible for the ECU BookSmart Program.

Federal and State financial aid, beyond the KY State Dual Credit Scholarship and Work Ready Scholarship through KI-IEAA, 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.

## VIII. FERPA

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.

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 may login to ECU Direct with the ECU generated ID and password to view the screens that the student has given permission for them to view.

## IX. 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 and 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.

## X. Grievances

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

## XI. Terms of the MOA

Review and Renegotiation

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 one year following the date of signature.

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

#### Termination of the Agreement

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

#### Teach-Out Agreement

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

#### Record Maintenance

Official copies of all agreements involving academic credit shall be maintained in the EKU Office of the Provost.

**BULLITT COUNTY PUBLIC SCHOOLS**

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Superintendent

Date

**EASTERN KENTUCKY UNIVERSITY**

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Associate Provost for Academic Affairs

Date

August 2021