

## MEMORANDUM OF AGREEMENT

**Morehead State University  
And  
Menifee County Board of Education**

Morehead State University and Menifee County Board of Education propose a dual credit program for the students of Menifee County High School for the 2025-2026 academic year.

**Morehead State University agrees to:**

1. Make the following University dual credit courses available to eligible high school students:

| <u>Course</u>        | <u>Instructors</u> | <u>Term</u> |
|----------------------|--------------------|-------------|
| AGR 215 Horticulture | J Kash             | Fall        |

2. As a Post-Secondary Participating Institution (PPI) working with an identified Local Educational Agency (LEA), Morehead State University will grant college credit and post the grade on the student's transcript at Morehead State University;
3. Students will be charged the KY Dual Credit Scholarship rate. The first 2 MSU courses taken by qualified juniors or seniors will be paid for by the KY Dual Credit Scholarship program. All other MSU dual credit courses taught by your instructors during 2025-26 will be paid for through a MSU scholarship. In the event state funds are not sufficient to cover the two courses allotted to seniors, then those students shall receive scholarships as set forth for additional classes or for juniors;
4. Work cooperatively with the district to provide the best selection of general education and key career and technical education and additional course offerings to best serve students, capped at no more than 9 courses over a student's postsecondary career;
5. Identify and provide a MSU faculty liaison in the appropriate academic discipline to provide training, orientation, and collaboration with the Eagle Scholars faculty through the academic year;
6. Assist and provide guidance to the high school faculty:
  - a. In the admission and registration process and posting of grades and;
  - b. In gaining access to the MSU system to electronically post grades;
  - c. In electronically entering information into Faculty 180 for University assessment;
  - d. In facilitating a departmental/ college assessment in order to appropriately evaluate dual credit faculty in accordance with MSU policy;
7. Share academic information concerning grades and academic progress in dual credit classes with approved high school officials;
8. Work cooperatively with the school district to address any specific funding need with the

district that prevents students from fully participating with the dual credit offerings of the school. No fees for dropped courses or unsuccessful completion of a course will be assessed to the student or the district;

9. Provide educational enhancements that will be determined cooperatively between the Eagle Scholars faculty, the high school leadership team and the Office of Eagle Scholars.
10. Provide the following benefits to Eagle Scholars-
  - a. Student ID with access to MSU library and other college services
  - b. Waive application fees; streamline the application process
  - c. Priority awarding of academic scholarships
  - d. Priority registration for Housing and Fall courses
  - e. Specific enrollment resources on the college selection process. This would include guidelines on when to complete certain enrollment-related tasks. It would also include information on academic majors, financial aid, scholarships and housing as well as the senior year application timeline.
  - f. Blackboard shells for all courses offered to:
    - enhance student learning and provide a framework for NTI
    - provide additional course materials/ support for Eagle Scholars faculty
    - provide an MSU library tutorial and offer online library resources for courses
    - inform students of academic advisors to provide major information by College
    - inform students of their rights and responsibilities according to the university Student Handbook
    - provide information on various student support and outreach services designed for dual credit students.

**Menifee County Board of Education and Menifee County High School agree to:**

1. Identify Morehead State University as their provider for the courses listed above and allow MSU to receive the KY Dual Credit Scholarships proceeds as available from the Commonwealth;
2. Identify and recruit eligible students and assist in completing the necessary MSU admission and registration forms, including Eagle Scholars Online Application and Registration Form, by the established MSU deadlines;
3. Provide SACSCOC qualified instructors for the identified courses who have successfully passed a criminal background screening;
4. Ensure instructors provide the University with necessary documentation including official transcripts and any required human resources paperwork prior to the start of teaching;
5. Ensure Eagle Scholars faculty teaching MSU classes complete online FERPA training in

order to view course rosters and enter grades electronically as well as follow documented procedures to assure that security of personal information is protected;

6. Follow the MSU curriculum guides, student learning outcomes in courses and assessment standards including additional guidelines and assessments for general education;
7. Ensure Eagle Scholars faculty teaching MSU courses follow MSU grading policies, procedures, guidelines, and timelines for awarding and submitting grades and any Faculty 180 requirements electronically;
8. Pay the high school instructor teaching the MSU course in accordance with Board policy;
9. Ensure the opportunity for a campus visit by the Eagle Scholars students. This could be held during the school day or at an appropriate event outside of the school day;
10. Ensure Eagle Scholars faculty attends the MSU summer orientation session that will occur in June online or at the Morehead campus or a departmental designated event and recognize any PD or EILA hours earned as part of this training;
11. Provide the necessary textbooks, software, and/or supplies as well as appropriate classroom facilities and equipment for the courses offered;
12. Follow deadlines established by MSU related to student registration, grade submission, withdrawal, addition of courses, submission of course syllabus through Faculty 180, etc.;
13. Allow MSU monitoring/ assessment of the program and mentoring by an MSU faculty liaison;
14. Share program data with MSU;
15. Ensure that proper library resources be provided to support these dual credit courses;

**Students participating in the program must:**

1. Have a GPA of 3.0 or higher;
2. Meet any course requirements or prerequisites such as ACT scores or HS GPA set by the school district or academic department including evaluating the dual credit course, support services and resources provided and the instructor according to MSU processes;
3. Complete the MSU Eagle Scholars Application and Registration process;
4. Follow the policies and procedures of MSU and Menifee County High School, failure to do this will result with similar penalties at MSU as imposed at the high school;
5. Attend class on a regular basis;
6. Maintain a HSGPA of 3.0 or higher and a MSU GPA of 2.5 or higher to continue enrolling in MSU classes as an Eagle Scholars student; and
7. Purchase any required books, educational supplies or materials that are not supplied by the high school.
8. Understand that they have certain rights/ responsibilities as students at MSU and have access to an appeal process as described in the Student Handbook.

Neither party shall discriminate on the basis of race, religion, national origin, sex, disability, military status, age or any other protected class.

Morehead State University:

By \_\_\_\_\_  
Jay Morgan, President/ Date

Menifee County Board of Education

By \_\_\_\_\_  
Tim Spencer, Superintendent/ Date