

**Dual Enrollment
Memorandum of Understanding
Between
Marshall University
and
Boone County Schools Kentucky**

Marshall University, an institution of higher education in Huntington, WV, and Boone county Schools, hereby intend to benefit academically eligible students who desire to earn Marshall course credit while simultaneously meeting high school graduation requirements. This Dual Enrollment program will provide accelerated learning opportunities for eligible high school students. This Memorandum of Understanding (MOU) outlines the major features that will define the expectations for both Marshall University and BOONE COUNTY SCHOOLS. Course credit earned by satisfactory completion of a dual enrollment course may transfer to other public institutions; however, the receiving institution will make the final decision to accept or deny transfer course credit earned through dual enrollment at Marshall University. Students are responsible for contacting institutions to learn their policies. Marshall University and BOONE COUNTY SCHOOLS agree with the following:

1. Academically eligible BOONE COUNTY SCHOOLS high school students, who meet the early admission entry requirements, will be allowed to enroll in academically appropriate coursework as a dual enrollment student at Marshall University.
2. All dual enrollment courses will be taught by Marshall faculty members qualified to teach the course, and who have been credentialed in the primary subject field in compliance with the competency requirements. The Marshall faculty member will provide direct instruction for the course to ensure its quality and integrity and will have the sole responsibility for the development and implementation of the syllabus and for issuing grades.
3. Marshall will employ sound and acceptable practices for determining the amount and level of credit awarded. Course content and rigor of dual enrollment courses will be the same as other courses taught at the institution.
4. Students will be regularly offered Marshall courses for which the student is academically eligible, and, if required, given approval by the applicable Marshall University department.

5. While enrolled in Marshall University courses, dual enrollment students are subject to all Marshall University policies and code of conduct. The dual enrollment courses will follow Marshall University's published Academic Calendars and grading deadlines.
6. Dual enrollment students will be included in Marshall University's regular assessment cycle of academic programs to ensure the effectiveness of campus programs.
6. Dual enrollment students shall be provided with access to online course evaluations to be submitted to Marshall University by the published deadline each semester.
7. Marshall University shall determine tuition and fees charged to students. The current per student dual enrollment course fee is currently \$25 per credit hour. The Marshall University Board of Governors approves tuition and fees; the course fee is subject to change at the sole discretion of Marshall University.
8. BOONE COUNTY SCHOOLS will ensure that all students who register for dual enrollment classes meet the admission requirements in effect at the time of application.
level work and meet the following minimum guidelines:
 - a. At least a 3.0 grade point average (on a 4.0 scale) or if under 3.0, a 990 SAT composite or 19 ACT composite.
 - b. Sophomore through Senior can be admitted with the above criteria.
 - d. Enrolled in the course for college credit.
9. Marshall University will have final approval of a student's eligibility for participation in dual enrollment coursework.
10. Marshall University will provide optional academic support on the Marshall University campus or online, including access to library resources and other academic student support services available to all Marshall University students. Marshall University's current procedures for resolving student complaints will be available to these students, and these students related rights and responsibilities are shared with regular Marshall University students as outlined in the Student Handbook. https://www.marshall.edu/student-affairs/files/3000_2022StudentHandbook-small.pdf
11. Marshall University and BOONE COUNTY SCHOOLS will proceed with joint recruitment efforts to advertise the dual enrollment courses offered. All advertising, recruiting, and admissions information will adequately and accurately represent the courses, requirements, and

services available to dual enrolled students and must be approved in writing by both participating institutions.

12. The high school must approve their student(s) enrollment in a Dual Enrollment course prior to registration. Students taking dual enrollment courses are building two transcripts: the institution of higher education (IHE) transcript and the high school. BOONE COUNTY SCHOOLS students are subject to all Marshall University policies.

15. Marshall University and BOONE COUNTY SCHOOLS jointly agree to adhere to all applicable laws, statutes, court decisions, ordinance and codes, including but not limited to, FERPA and Title IX (or their equivalent), in performing its reporting and other obligations arising out of this MOU. <https://www.marshall.edu/student-affairs/ferpa/>

16. The terms of this Agreement may be amended or modified by written agreement signed by both parties. Each Party shall designate a Dual Enrollment Coordinator to address and resolve academic and administrative issues which may arise during the term of this MOU and who shall manage the activities conducted hereunder. Changes in Dual Enrollment Coordinators shall be communicated to the other party. All notices that may be given under this Agreement shall be in writing, addressed to the receiving Party's Coordinator.

Marshall University Coordinator

Name: Michelle Biggs

Title: Director, Herd Academy

Address: One John Marshall Drive, Huntington, WV 25755

Phone: 304-696-3023

Boone county Schools

Name:

Title:

Address:

17. Neither Party to this Agreement shall be responsible for any obligation or liability incurred or assumed by the other party or its employees, affiliates, or other representatives, and each Party shall be responsible for its own acts or omissions and those of its employees, affiliates, or other

representatives acting within the scope of their duties and nothing contained herein is intended to shift such responsibility from one party to the other.

19. In the performance of the services and programs contemplated hereunder, neither party shall be considered an agent of the other party. The undersigned parties hereby agree that neither party shall have control over the day-to-day operations of the academic programs or activities of the other party. This Agreement does not create a joint venture, partnership, or agency between the parties for any purpose. The affiliation between Marshall University and BOONE COUNTY SCHOOLS is non-exclusive and implies no financial commitment or obligation.

20. This Memorandum of Understanding is effective as of the last date signed below. The parties will review this document every two school years along with aggregate data relating to student participation and success rates in dual enrollment courses to decide opportunities for further collaboration with Marshall University.

21. This agreement is signed by persons with authority to bind the respective institutions and constitutes the entire understanding of each party. This agreement cannot be changed orally. Changes may be made only in writing and must be signed by both parties to be in effect. Marshall University and BOONE COUNTY SCHOOLS agree to the terms of this agreement for the 2026-2029

IN WITNESS WHEREOF, the PARTIES hereto have signed this Agreement to be executed as of the date set forth herein by their duly authorized officers.

On Behalf of Marshall University

On Behalf of Boone county Schools

Dr. Robert Bookwalter
Provost
Marshall University

Boone county Schools

Date: _____

Date: _____