

Dual Enrollment Agreement Mansfield University And Wellsboro Area School District 2018-2019

This agreement is entered into between the Wellsboro Area School District (hereinafter referred to as “WASD”) and Mansfield University (hereinafter referred to as “MU”). This agreement sets out the terms and conditions of the dual enrollment program offered by these two institutions in accordance with Article XVI of the Public School Code (hereinafter referred to as “Program”).

The WASD and MU do hereby agree to the following:

Term

The term of this agreement shall be from July 1, 2018 to June 30, 2019

Dual Enrollment Committee

The Dual Enrollment Committee appointed for the term of the agreement is comprised of the following individuals:

	Parent
	Student
Mr. Matt Rendos	WASD – Guidance Counselor
Mrs. Tanya Harmon	WASD – Guidance Counselor
Mrs. Emily Graham	WASD – Principal
Dr. Brenda Freeman	WASD – Superintendent
Mrs. Rachel Green	MU -Director of Admissions
Dr. John Ulrich	MU-Provost; Senior VP for Academic Affairs

Student Eligibility

1. Students who meet all of the following criteria are qualified to participate in the program:
 - a. The student is a high school junior or senior.
 - b. The student is making satisfactory progress toward fulfilling applicable secondary school graduation requirements, as determined by the WASD. WASD will determine satisfactory progress based on the completion of required core academic courses including English, reading or language arts, mathematic, science, foreign language, civics and government, economic arts, history and geography. In addition, students must attain a proficient or advanced status on the eighth grade PSSA test in the areas of math, reading and science. Any specific course requirements that must be completed at MU to satisfy high school graduation requirements must be identified in writing to MU by WASD administration.
 - c. The student demonstrates readiness for college-level work in the intended subject area of study, as determined by MU. WASD students may be considered for MU dual enrollment credits as a part-time non-degree student (College Bound) based on the following criteria:
 - Minimum cumulative grade of 85% in an academic preparatory track at WASD; Class rank in the upper 50% of their high school class;
 - Satisfactory score on the PSAT, SAT or ACT;
 - d. Letter of recommendation from WASD Faculty attesting to the student’s ability to handle college-level course work, granting approval for the student to participate in the dual enrollment program.

- e. The student has scored satisfactorily on the MU placement exam deemed appropriate for the dual enrollment course to be taken.
2. In order to remain in the program, the student must maintain a secondary school cumulative grade of 85% at WASD. The student also must maintain a minimum grade of 2.00 GPA in each dual enrollment course in which the student is enrolled.
 3. WASD students enrolled at MU through this program will authorize (via signed release forms) personnel at MU and WASD to share academic performance and attendance information.
 4. Students must adhere to all WASD and MU academic and student policies. Please Note: Course content and instructional materials used for the Dual Enrollment Program is the responsibility of the University program.
 5. Attendance requirements apply to all dual enrollment students.
 6. MU application process includes the submission of:
 - a. Completed application form
 - b. Official high school transcripts
 - c. Standardized test scores
 - d. Letter of recommendation from WASD Faculty

Courses Offered

1. The following criteria applies to all courses covered by this Agreement:
 - a. The courses are non-remedial.
 - b. The courses are in a core academic subject as defined by the No Child Left Behind Act of 2001. Core subjects include English, reading or language arts, mathematics, science, foreign languages, civics and government, economics, arts, history and geography.

Courses may include:

<u>Mansfield University</u>		<u>Wellsboro Area School District</u>	
<i>Course #</i>	<i>Title</i>	<i>#</i>	<i>Title</i>
ARH 1101	Introduction to Art	8971MU	Introduction to Art
BUS 2202	Personal Finance	8462MU	Personal Finance
CIS 1103	Introduction to Microcomputers	8367MU	Intro to Microcomputers
COM 1102	Introduction to Public Speaking	8158MU	Intro to Public Speaking
GEL 1121	Physical Geology	8263MU	Physical Geology
HST 2202	History Since 1877	8223MU	History Since 1877
MA 1115	Survey of Math Ideas	8360MU	Survey of Math Ideas
MA 1125	Intro to Statistics	8346MU	Intro to Statistics
SOC 1101	Intro to Sociology	8243MU	Intro to Sociology

- c. The courses, as offered to dual enrollment students, are identical to those offered when dual enrollment students are not enrolled, including the use of identical curriculum, assessments and instructional material.
 - d. The courses enforce pre-requisite coursework identical to those enforced when dual enrollment students are not enrolled.
2. Student Credit
 - a. Students will not be allowed to enroll in more than 12 postsecondary credits through dual enrollment per academic year.

- b. In order to successfully complete a course listed in the agreement, students must earn a minimum of 2.0 GPA in each attempted course.
- c. WASD will award credit for and recognize courses that are successfully completed under this agreement as fulfilling elective high school graduation credit requirements.
- d. MU will award post-secondary credit to students who successfully complete dual enrollment courses. MU will transcript these credits in a manner similar to other students who take a course at this institution. If a dual enrollment student becomes a regularly enrolled student at MU following graduation from WASD, MU shall recognize those credits as applying to the student's degree requirements as it would for a regularly enrolled post-secondary student who took courses.

Costs for Pennsylvania residents

The University will provide the District's students with a reduced tuition rate for enrolled Dual Enrollment students. The student will be responsible for the balances of the tuition and fees and meeting university payment deadlines.

The reduced tuition rate for courses will be 25% of the regular in-state tuition (on a space available basis). Students will be limited to a maximum of 12 earned credits per year through the Dual Enrollment Program.

The tuition rate will apply only to Pennsylvania resident students of the District.

Tuition reductions would not apply once a student has graduated from high school and/or enrolls as matriculated, undergraduate student in the university outside of the this agreement.

Promotional Material

Both MU and WASD agree to provide mechanisms for communicating the educational and economic benefits of higher education as well as the requirements for participation and enrollment procedures for dual enrollment to parents and students.

Additional Administrative Responsibilities

The following people will be responsible for the tasks listed below:

- a. **Registration:** MU will supply WASD high school counselors with the necessary registration materials by March 15 and October 1 for the following semester. WASD school counselors will return the registrations to the MU admissions office by April 1 and November 1, respectively.
- b. **Record Keeping:** Upon request, MU will provide WASD aggregate data (student will provide written consent for release of information) for all students enrolled in the dual enrollment program to include:
 - Number of students applied, accepted and enrolled
 - Average GPA
- c. **Progress Reports:** Upon request, MU will provide a progress report to the student and WASD at midterm. Students receiving below a "D" will be withdrawn from the course. A refund for a WASD student withdrawal will be remitted to student minus fees, textbooks and withdrawal fees based on MU's Refund and Adjustment Policy. The student will receive a refund proportional to their original contribution to the cost of the class.
- d. **Fiscal Transaction:** An invoice for the student's charges will be mailed to the student. Each student is responsible for submitting payment to MU in full, as outlined on the invoice. Due to funding changes at the State level, WASD is exempt and held harmless from any financial responsibility pertaining to any

student incurred tuition, fees, textbooks, or any other such costs associated with Dual Enrollment courses as per this agreement.

Entire Agreement

This entire agreement between the parties hereto and supersedes all prior negotiations and oral understanding between the parties hereto.

WASD and MU agree not to unlawfully discriminate on the basis of race, nationality, ethnicity, religion, gender, age, or disability in any undertaking pursuant to this agreement.

Signatures:

Dr. Brenda Freeman, Superintendent, WASD

Date

**Christopher Gastrock, President, Board of Directors
Wellsboro Area School District**

Date

Provost; VP for Academic Affairs, MU

Date

University Legal Counsel, MU

Date