

**Lackawanna College Proposal for
Dual Enrollment Agreement
with the Wellsboro School District**

The following proposed agreement outlines the terms and conditions of a dual enrollment program offered by Lackawanna College to Wellsboro High School.

1. Term of Contract

The term of this agreement shall exist from July 1, 2019 through June 30, 2020.

2. Student Eligibility

- A. 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 school district.
 - c. The student demonstrates readiness for college-level coursework in the intended subject area, as determined by Lackawanna College. The College will determine readiness based on recommendations from the school district, standardized test scores and a placement exam, if necessary.
- B. Students who reside in the Wellsboro School District but who are either being homeschooled or attend a private/charter school may be permitted to enroll in the dual credit courses if they meet the testing standards in 2.C. and receive approval from both Lackawanna College and the Wellsboro School District.
- C. In order to remain in the program, the student must maintain a secondary school grade point average of 3.0 (or equivalent) in the applicable subject area of study. The student also must maintain a minimum grade of 2.0 in each dual enrollment course in which he/she is enrolled.

Attachment X-1F

3. Courses Offered

The following criteria apply to all courses by this agreement:

- A. The courses are non-remedial.
- B. The courses are in a core academic subject. Core subjects *include English, Reading or Language Arts, Mathematics, Science, Foreign Language, Civics & Government, Economics, Arts, History and Geography.*
- C. The courses offered are identical to traditional Lackawanna College courses including the use of the exact curriculum, assessment tools and instructional materials.
- D. The courses enforce prerequisite coursework requirements identical to those enforced for the courses when dual enrollment students are not enrolled.
- E. The courses are regularly accepted in transfer by accredited colleges and universities throughout the nation.

4. Location

The dual enrollment courses will be offered on the campus of Wellsboro High School upon approval of the School District and Lackawanna College. (Adjunct status will be granted to the instructor teaching the course, while the course description and requirements remain exactly the same.)

5. Classes Offered

The school district, in accordance with Lackawanna College, will select a tentative list of classes to be offered. Below are the courses that will be offered:

Course: English -College Writing (ENG 105)

Location: Wellsboro High School

Instructor: TBD

College Credits: 3 credits

Secondary Credits/Graduation requirement equivalent: .5 English credit

Course: Math - College Algebra (MAT 120)

Location: Wellsboro High School

Instructor: TBD

College Credits: 3 credits

Secondary Credits/Graduation requirement equivalent: .5 Math credit

Course: Psychology - Introduction to Psychology (PSY 105)

Location: Wellsboro High School

Instructor: TBD

College Credits: 3 credits

Secondary Credits/Graduation requirement equivalent: .5 Psychology credit

Course: Spanish - Elementary Spanish I (SPN 101)

Location: Wellsboro High School

Instructor: TBD

College Credits: 3 credits

Secondary Credits/Graduation requirement equivalent: .5 Language credit

A. Maximum number of dual enrollment students to be enrolled in this course in the Fall 2019 or Spring 2020 Semester

TBD

B. Total approved cost for this course:

\$

300

a. Allowable Tuition \$

300

b. Books \$

0

c. Fees \$

0

6. Student Credit

Students will not be allowed to enroll in more than 12 post-secondary credits through dual enrollment per academic year.

In order to successfully complete a course listed in the agreement, students must earn a minimum grade of 2.0 (C).

The school district will award credits for and recognize courses that are successfully completed under the agreement fulfilling the graduation requirements identified above.

The College will award postsecondary credit to students who successfully complete courses identified in this agreement. The College will transcript this credit in a manner similar to other students who take courses at the institution. If a dual enrollment student becomes a regularly enrolled student at the college following graduation from Wellsboro High School, Lackawanna College shall recognize those credits and they will be applied toward the student's degree requirements. Also, if a student does enroll at Lackawanna College after graduation, the fees that are required for enrollment will be waived.

7. Promotional Materials

Both the College and the School District agree to provide a mechanism for communicating the educational and economic benefits of higher education as well as the requirements for participation and enrollment procedures for dual enrollment to students and parents.

Lackawanna College admissions representatives agree to visit each dual enrollment class.

Lackawanna College will host or co-host an information session on dual enrollment for students and parents.

8. Additional Administrative Responsibilities

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

- A. Registration-Admissions Representative

A Lackawanna College representative will visit Wellsboro High School to register all applicants and collect payments for each semester. A ten day grace period will be observed from the date of registration for any student wishing to add or drop a class.

- B. Record Keeping- Theresa Scopelliti, Registrar
Lackawanna College's Registrar's Office will keep comprehensive records of the courses taken and grades received by dual enrollment students. The College will submit an end-of-the-year report to Wellsboro High School by June 30.
- C. Progress Reports-Lackawanna College will provide progress reports midway through the semester. Students receiving a D will be warned that their academic standing is in jeopardy. For student withdrawals, the existing college policy will apply. District may chose to waive this option upon time of agreement. (This applies only for students attending classes at Lackawanna College).
- D. Counseling-Lackawanna College commits to identify one academic counselor in the Academic Course Center to be the contact for Wellsboro High School students. This person will aid students in locating the necessary resources to be successful in their dual enrollment courses.
- E. Library Privileges- Lackawanna College will grant Wellsboro High School students enrolled in dual enrollment classes access to the campus library.

Signature Page

Wellsboro High School and Lackawanna College agree not to unlawfully discriminate on the basis of race, nationality, ethnicity, religion, gender, age, or disability in any undertaking pursuant to this agreement.

Wellsboro School District:

Superintendent Date

President, Board of School Directors Date

Lackawanna College:



Lackawanna College Enrollment Supervisor Date



Lackawanna College Admissions Director Date