**Dual Credit Partnership Agreement**
**2026-2027**

**Parties**

A Dual Credit Partnership Agreement ("Agreement") among Trinity Valley Community College ("TVCC") and Texarkana Independent School District ("District") and is designed to allow high school students at Digital Academy of Texas High School ("High School") to earn dual high school and college credit with TVCC.

**Purpose and Background**

In accordance with the rules and regulations of the Texas Higher Education Coordinating Board (THECB), TVCC offers college credit courses in TVCC's approved core curriculum and career technical education courses for dual credit high school students. If the District approves these college courses for dual credit, as verified on the Dual Credit/Concurrent Registration Form presented upon enrollment in TVCC courses, high school students meeting TVCC admission requirements may enroll in these courses and may receive college and high school credit simultaneously. For additional information regarding TVCC dual credit policies, please see the TVCC Board Policy GH (LEGAL).

In order to assure the quality of dual credit courses and to facilitate communications and understanding between the District and TVCC, the following conditions of this Agreement are required:

**I. Term**

This Agreement shall be in effect for the 2026-2027 academic year. The parties may extend or renew this Agreement upon mutual agreement.

**Dual Credit Partnership Agreement**
**2026-2027**

**Parties**

A Dual Credit Partnership Agreement ("Agreement") among Trinity Valley Community College ("TVCC") and _____Independent School District ("District") and is designed to allow high school students at _____ High School ("High School") to earn dual high school and college credit with TVCC.

**Purpose and Background**

In accordance with the rules and regulations of the Texas Higher Education Coordinating Board (THECB), TVCC offers college credit courses in TVCC's approved core curriculum and career technical education courses for dual credit high school students. If the District approves these college courses for dual credit, as verified on the Dual Credit/Concurrent Registration Form presented upon enrollment in TVCC courses, high school students meeting TVCC admission requirements may enroll in these courses and may receive college and high school credit simultaneously. For additional information regarding TVCC dual credit policies, please see the TVCC Board Policy GH (LEGAL).

In order to assure the quality of dual credit courses and to facilitate communications and understanding between the District and TVCC, the following conditions of this Agreement are required:

**I. Term**

This Agreement shall be in effect for the 2026-2027 academic year. The parties may extend or renew this Agreement upon mutual agreement.

**II. TVCC Dual Credit Program Goals Aligned to THECB State Dual Credit Goals**

| STATE DUAL CREDIT GOALS | TVCC DUAL CREDIT GOALS |
|---|---|
| **Goal 1**: Independent school districts and institutions of higher education will implement purposeful and collaborative outreach efforts to inform all students and parents of the benefits and costs of dual credit, including enrollment and fee policies.<br><br>Measures of Implementation: Examples of items to include in the documentation:<br><br>➢ Collaboration between ISDs and IHE partner(s) to host informational sessions for students and parents on dual credit opportunities, benefits, and cost<br>➢ ISD and IHE dual credit webpages reflect the most current dual credit program information including enrollment and fee policies<br>➢ Hosting dual credit 101 sessions for high school counselors | **Goal 1**: The TVCC dual credit program's achievement of enrollment in postsecondary education goal is to increase dual credit academic course enrollment and career technical education course enrollment by 5% by 2027. Outreach efforts to inform students and parents of the benefits and costs of dual credit are a major part of this goal. (TVCC Dual Credit Administrative Outcomes)<br><br>Measures of Implementation:<br><br>➢ Parent Night and Student Presentations<br>➢ The website is updated often to reflect policies, rules, and fee policies<br>➢ Counselor meetings are held throughout the year for all service area ISDs and homeschools |

| | |
|---|---|
| ➢ Collaboration between ISDs and IHE partner(s) on a marketing campaign<br>➢ Documentation summarizing collaboration and outreach efforts of IHEs and secondary school partners will be readily available and posted<br><br>**Goal 2**: Dual credit programs will assist high school students in the successful transition to and acceleration through postsecondary education.<br><br>Metric: Examples of items included in the analysis:<br><br>➢ Student enrollment in postsecondary after high school<br>➢ Time to degree completion<br>➢ Semester credit hours to degree<br>➢ Analysis of measures in enrollment in and persistence through postsecondary education, disaggregated by student subpopulation.<br><br>**Goal 3**: All dual credit students will receive academic and college readiness advising with access to student support services to bridge them successfully into college course completion.<br><br>Metric: Examples of items included in the analysis:<br><br>➢ Student enrollment in postsecondary after high school<br>➢ Time to degree completion<br>➢ Decrease in excess number of semester hours beyond required hours to degree completion<br>➢ Analysis of measures in enrollment and degree completion, disaggregated by student subpopulation.<br><br>**Goal 4**: The quality and rigor of dual credit courses will be sufficient to ensure student success in subsequent courses. | ➢ Dual credit Associate Vice President presents to school boards when requested<br>➢ Dual credit Associate Vice President and/ or Director meet with ISD administrators about dual credit programs<br>➢ TVCC Dual Credit creates marketing materials to be shared with the ISDs<br>➢ The Dual Credit office maintains a record of visits and activities, which is available upon request<br><br>**Goal 2**: The TVCC dual credit program's successful transition to and acceleration through postsecondary education goal is to increase dual credit AA, AAS, or certificate completion by 5% by 2027. (2025-2030 TVCC Strategic Plan, Goal 1, Action Area: Workforce, Dual Credit, and TDCJ and TVCC Dual Credit Administrative Outcomes)<br><br>Metric:<br><br>➢ Student enrollment in postsecondary after high school is tracked through THECB and internal data<br>➢ Time to degree completion is tracked through internal data<br>➢ Semester credit hours to degree are tracked through internal data<br>➢ Analysis of measures in enrollment in persistence through postsecondary education, disaggregated by student subpopulation is tracked through internal data<br>➢ The Dual Credit office performs transcript audits to determine hours to degree and graduation options<br>➢ Dual credit office performs student advising with dual credit high school students per THECB rules<br><br>**Goal 3**: The TVCC dual credit program development of an effective bridge between secondary and postsecondary education is to increase college preparatory courses and/or college readiness scores by 5% by 2027 (2025-2030 TVCC Strategic Plan, Goal 1, Action Area: Academic Success and TVCC Dual Credit Administrative Outcomes) |

| | |
|---|---|
| Metric:<br>➢ Analysis of performance in subsequent coursework | Metric:<br>➢ Student enrollment in postsecondary after high school is tracked through THECB and internal data<br>➢ The Dual Credit office performs transcript audits to determine time to degree completion and graduation options<br>➢ Dual credit office performs student advising to establish a plan of enrollment for efficient use of courses in order to decrease the excess hours to completion<br>➢ The Dual Credit office maintains the college prep MOU and advises ISDs on the college prep program<br>➢ TVCC maintains a Partnership with Texas College Bridge<br>➢ TVCC provides student support services for all dual credit students, as do the ISDs<br><br>**Goal 4**: The TVCC dual credit students' performance in college-level coursework goal is to increase dual credit academic course completion and career technical education course completion by 5% by 2027. (2025-2030 TVCC Strategic Plan, Goad 1, Action Area: Workforce, Dual Credit, and TDCJ and TVCC Dual Credit Administrative Outcomes)<br><br>Metric:<br>➢ The Dual Credit office analyzes enrollment, completion, and success data by school district, course, student, instructor, and mode of delivery. |

**III. Eligible Courses**

1. Courses eligible for the awarding of TVCC dual credit for high school students are limited to those within the TVCC core curriculum, TVCC career technical education courses, or TVCC foreign language courses. These courses are identified as college-level academic courses in the current edition of the Lower Division Academic Course Guide Manual (ACGM) or as college-level technical courses in the current edition of the Workforce Education Course Manual (WECM). [TAC 19, Part 1, Chapter 4, Subchapter 0, **§ 4.85**, (i)(2)]

2. Freshman and Sophomore high school students will be limited to enrolling in courses outlined in the "9th and 10th grade approved Dual Credit courses list." Refer to the TVCC dual credit website for an updated listing of eligible courses.
3. Courses eligible for the awarding of TVCC dual credit for high school students must be applicable to a TVCC certificate or degree.
4. The TVCC Guide for Potential Dual Credit Courses provides a crosswalk between secondary and postsecondary dual credit courses and will be provided to the district upon request.

**IV. Defined Sequence of Courses and Curriculum Alignment**

1. The defined sequence of courses for an Associate of Arts (AA) and Associate of Applied Science (AAS) degree is contained within the TVCC-approved core curriculum. A defined sequence of courses for career technical education program certificates will be provided to the District upon request.
2. The dual credit department will review and compare the Texas Essential Knowledge and Skills (TEKS), Lower Division Academic Course Guide Manual (ACGM) and the Workforce Education Course Manual (WECM) to determine the course credits that can be earned by dual credit students.
3. Below is the TVCC recommended sequence of courses for an AA. District is given the freedom to make course substitutions or sequence changes as long as the course substitutions stay within the TVCC Core Curriculum and the sequence changes satisfy all pre-requisites and do not violate the TVCC list of courses allowed for 9th and 10th graders.

| **Grade** | **TVCC Courses** | **High School Courses** |
|---|---|---|
| 9th Grade | BCIS 1305 (3 SCH) | Business Information Management I (1credit) |
| | EDUC/PSYC 1300 (3 SCH) | College Transition (1 Credit) |
| | ARTS 1301 (3 SCH)<br>ARTS 1303 (3 SCH) or<br>MUSI 1306 (3 SCH)<br>MUSI 1310 (3 SCH) | Art I (1 Credit)<br><br>Music Theory (1 Credit) |
| | SPCH 1315 (3 SCH) | Speech (1 Credit) |
| 10th Grade | HIST 1301 and 1302 (6 SCH) | US History (1 Credit) |
| | PSYC 2301 (3 SCH) | Psychology (1/2 Credit) |
| | SOCI 1301 (3 SCH) | Sociology (1/2 Credit) Special |
| | Govt 2305 (3 SCH) | US Government (1/2 Credit) |
| 11th Grade | ENGL 1301 and 1302 (6 SCH) | English III (1 Credit) |
| | BIOL 1406 (4 SCH) &<br>BIOL 1407 (4 SCH) or<br>BIOL 1408 (4 SCH) &<br>BIOL 1409 (4 SCH) | Scientific Research and Design (1 Credit) |
| | MATH 1314 (3 SCH) &<br>MATH 1342 (3 SCH) | Independent Studies (1 Credit) |
| 12th Grade | ENGL 2322 (3 SCH) &<br>ENGL 2323 (3 SCH) or HUMA 1301 (3 SCH) | English IV (1 Credit) |
| | GOVT 2306 (3 SCH) | Texas Government |
| | ECON 2301 (3 SCH) | Economics (3 SCH) |

**V. Student Eligibility, Enrollment and Attendance**

1. High School students must meet all eligibility requirements set forth in the THECB Rules. All eligibility requirements set forth herein are subject to the THECB Rules and, in the event of conflict, the THECB rules govern and apply.
2. To be eligible for enrollment in dual credit courses offered, students must be enrolled as a high school student. Academic eligibility requirements include demonstration of college readiness as evidenced by achieving the minimum passing standards of the Texas Success Initiative (TSIA2) as outlined in TAC 19. Part 1, Chapter 4, Subchapter C, §4.57 and TAC 19, Part 1, Chapter 4 Subchapter D, §4.85.
3. TSI Cut Scores for College Readiness: (BEFORE January 11, 2021)

| | |
|---|---|
| Mathematics | Minimum of 350 to 390 |
| Reading | Minimum of 351 to 390 |
| Writing | Minimum of 340, and an essay of at least 4 |

TSI Assessment, v2 (TSIA2, (administered AFTER January 11, 2021)

| | |
|---|---|
| Mathematics | Minimum of 950<br>Below 950 must have a diagnostic level of 6 |
| English Language Arts Reading (ELAR) | Minimum of 945 and an essay of at least 5;<br>Below 945 must have diagnostic level of 5 or 6 and an essay score of at least 5 |

Note: You may mix passing scores from the old TSIA and TSIA2. For example, if you passed reading and writing on the TSIA, and are incomplete in Math only, you may take only the math portion of the TSIA2. However, Reading and Writing are combined into one assessment in the TSIA2, so if you passed Reading only or Writing only prior to 01/11/2021, you must take the entire ELAR TSIA2 assessment.

In accordance with TAC 19, Part 1, Chapter 4 Subchapter 0, §4.85, a high school student is also eligible to enroll in dual credit courses that are TSI liable in reading, writing, and/or mathematics by achieving one of the following exemptions:

**ACT (Prior to February 15, 2023):**

| | |
|---|---|
| English | Composite score of 23, minimum of 19= TSI exempt in both reading and writing |
| Mathematics | Composite score of 23, minimum of 19= TSI exempt in mathematics |

**ACT (After February 15, 2023):**

| | |
|---|---|
| English and Reading | Combined score of 40 on the English and Reading tests shall be exempt for both reading and writing or ELAR sections of the TSI assessment |
| Mathematics | A score of 22 on the mathematics test shall be exempt for the mathematics section of the TSI assessment. There is not composite score. |

**SAT (Prior to March 2016):**

| | |
|---|---|
| Critical Reading (formerly "verbal") | Combined Critical Reading & Mathematics of 1070, minimum of 500= TSI exempt in both reading and writing |

| | |
|---|---|
| Mathematics | Combined Critical Reading & Mathematics of 1070, minimum of 500= TSI exempt in mathematics |

**OR SAT (After March 5, 2016):**

| | |
|---|---|
| Evidence-Based Reading & Writing | Minimum of 480 = TSI exempt in both reading and writing |
| Mathematics | Minimum of 530 = TSI exempt in mathematics |

**NOTE: Mixing or combining scores from SAT administered prior to March 5, 2016 and the SAT administered on or after March 5, 2016 is not allowable.**

**STAAR EOC: (Prior to May 16, 2024)**

| | |
|---|---|
| Algebra I | Level 2 (4000) & passing grade in high school Algebra II = exempt in mathematics |
| Algebra II | Level 2 (4000) = TSI exempt in mathematics |
| English II | Level 2 (4000) = TSI exempt in both reading and writing |

**PSAT/NMSQT (Prior to October 15, 2015)**

| | |
|---|---|
| English | Combined Reading & Mathematics of 107, minimum of 50 = TSI exempt in both reading and writing |
| Mathematics | Combined Reading & Mathematics of 107, minimum of 50 = TSI exempt in mathematics |

**PSAT/NMSQT (After October 15, 2015 but Prior to May 16, 2024)**

| | |
|---|---|
| Evidence-Based Reading & Writing | Minimum of 460 = TSI exempt in both reading and writing |
| Mathematics | Minimum of 510 = TSI exempt in mathematics |

**NOTE: Mixing or combining scores from PSAT/NMSQT administered prior to October 15, 2015 and the PSAT/NMSQT administered on or after October 15, 2015 is not allowable.**

**PLAN:**

| | |
|---|---|
| English | Composite score of 23, minimum 19 = TSI exempt in both reading and writing |
| Mathematics | Composite score of 23, minimum 19 = TSI exempt in mathematics |

**ACT ASPIRE:**

| | |
|---|---|
| English | Composite score of 23, minimum of 19 |
| Mathematics | Composite score of 23, minimum of 19 |

4. Freshman and sophomore level high school students must adhere to the following procedure for dual credit enrollment.

   Freshman & Sophomore **Academic** Enrollment Procedure:

   a. Students must be TSIA2 ENGL complete (i.e. SAT, ACT, STAAR, TSIA2)
   b. Students must possess a high school GPA of a 3.0 or above shown on a HS transcript.
   c. Students must meet all TVCC admission requirements
   d. Students will be limited to enrolling in those courses approved by TVCC for 9th and 10th grade students.
   e. Students must meet any TSI requirements required for selected courses.

For the 2025-26 school year, TVCC will conduct a trial modification to the Freshman and Sophomore Academic Enrollment Procedure. During this period, TVCC will remove V.4(a) and V.4(b) above. This will allow 9th and

10th grade students to enroll in TVCC courses that are not TSIA2 blocked and that appear on the 9th and 10th grade approved courses list without having to submit passing TSIA2 scores. It will be the responsibility of the District to determine if a student is mature enough and academically prepared for college level classes. After 1 full school year (Fall 2025 – Summer 2026) data from the 2024-25 and 2025-26 school years will be compared to determine if the modification will become policy, which shall be determined in TVCC's total discretion. Final determination on the continuation of this program will be made after all data collected from the 2025-2026 school year can be evaluated. All ISDs will be made aware of this determination and any ramifications thereof within a timely manner.

Freshman & Sophomore **Workforce** Enrollment Procedure:

a. Students must meet all TVCC admission requirements
b. Students will be limited to enrolling in those courses approved by TVCC for 9th and 10th grade students.

Student must provide all of the following documentation:

a. College readiness (TSI, ACT, SAT, PSAT/NMSQT) test scores for academic courses
b. Copy of high school transcript
c. Copy of immunization record/waiver that meets TVCC and/or state law requirements if attending classes on a TVCC campus.

TVCC's Enrollment Exception Procedure consideration is given to:

a. Students who possess a high school and a TVCC GPA of a 3.0 or above on a 4.0 scale
b. Students who provided a copy of the CURRENT high school transcript while enrolling

5. To the extent that District and TVCC agree to a Dual Credit Partnership Agreement related to cosmetology, the terms of same are attached hereto as Appendix 3 and incorporated fully herein by reference. The terms of this Agreement shall apply to the Appendix. To the extent of any conflict between the Agreement and Appendix, the Appendix will control as to the cosmetology program.
6. To the extent that District and TVCC agree to a Dual Credit Partnership Agreement related to welding, the terms of same are attached hereto as Appendix 4 and incorporated fully herein by reference. The terms of this Agreement shall apply to the Appendix. To the extent of any conflict between the Agreement and Appendix, the Appendix will control as to the welding program.
7. To the extent that District and TVCC agree to a Dual Credit Partnership Agreement related to health science, terms of same are attached hereto as Appendix 5 and incorporated fully herein by reference. The terms of this Agreement shall apply to the Appendix 5 and incorporated fully herein by reference. The terms of this Agreement shall apply to the Appendix. To the extent of any conflict between the Agreement and Appendix, the Appendix will control as to the health science program.
8. To the extent that District and TVCC agree to a Dual Credit Partnership Agreement related to automotive, terms of same are attached hereto as Appendix 6 and incorporated fully herein by reference. The terms of this Agreement shall apply to the Appendix 6 and incorporated fully herein by reference. The terms of this Agreement shall apply to the Appendix. To the extent of any conflict between the Agreement and Appendix, the Appendix will control as to the automotive program.
9. Dual Credit students are limited to 18 semester credit hours (SCH) per 16-week semester and 6 semester credit hours (SCH) per 6-week semester. In the event that a dual credit student wishes to enroll in more than 18 SCH or 6 SCH, refer to the TVCC Enrollment Exception Procedure located above. When combining 16WK and 8 WK courses in one semester, it should be kept in mind that

the workload is doubled in that timespan. This should be considered when requesting courses. Final decisions on appropriate combined 16WK and 8WK courses will be made by TVCC. See TVCC Dual Credit Counselor Handbook for more information.

10. Prospective dual credit students must complete the TVCC admission process prior to registration. The application may be submitted via the online TVCC application https://apply.tvcc.edu/. Students must also submit a bacterial meningitis shot record (within the past 5 years) or the State of Texas vaccination waiver for admission if attending a class on a TVCC campus.
11. Prospective dual credit students must submit the TVCC Dual Credit/Concurrent Registration Form signed by the student, parent or legal guardian, and high school counselor or principal each semester. The TVCC Dual Credit/Concurrent Registration Form must be presented or on file at TVCC at the time of registration. The registration form is available at (a) the high school counselor's office, (b) on the TVCC Dual Credit website or (c) the Athens TVCC Dual credit office.
12. High school students taking TVCC courses for dual credit will be treated as college students. High school students taking TVCC courses for dual/concurrent credit will conduct themselves as college students. A collegiate classroom environment will be maintained for all dual credit classes. The level of maturity of the high school student should be one of the criteria for approval considered by the high school officials.
13. Dual credit students on academic probation are those with less than a 2.0 cumulative GPA (or C average) in TVCC courses. Both the students and the ISD will be notified of the students on Scholastic Probation. Students who advance to Scholastic Suspension may be required to participate in a TVCC Student Support class. Students not participating may be required to meet with representatives of TVCC to determine continued dual credit participation. This decision will be made in collaboration with the ISD.
14. The awarding of high school credit for graduation is at the discretion and approval of the district and should be indicated on the TVCC Dual Credit/Concurrent Registration Form.
15. Attendance is a critical component of dual credit success. It is the student's responsibility to notify the instructor of any absences due to illness, school activities, etc.
16. District will submit TVCC Dual Credit application and registration materials each semester no later than two weeks prior to the start of class for new students and one week prior to the start of class for returning students. Permission for registration after the above dates, due to extenuating circumstances, may be granted by the Vice President of Instruction of TVCC at his/her sole discretion.
17. A high school student taking TVCC classes for college credit only is considered a "concurrent student." TVCC will only enroll concurrent students with the recommendation of the District. All enrollment must be submitted by a high school representative through normal TVCC dual credit enrollment procedures. Concurrent students do not qualify for dual credit tuition waivers.

## VI. Student Composition of Class

1. Dual credit courses may be comprised of dual credit high school students only or co-mingled dual credit high school and college credit students. Exceptions for mixed classes, which would also include high school credit-only students, may be allowed only under one of the following conditions:
   a. If the course involved is required for completion under the State Board of Education High School Program graduation requirements, and the high school involved is otherwise unable to offer course.

b. If the high school credit-only students are College Board Advanced Placement (AP) students or International Baccalaureate (IB) students., or

c. If the course is a career technical education course and the high school credit-only students are earning articulated college credit. [TAC 19, Part 1, Chapter 4, Subchapter D, §4.85 (8)(d)]

**VII. Faculty Qualifications, Selection, Supervision, and Evaluation**

1. TVCC controls all aspects of its educational programs. Each educational program for which college credit is awarded must be approved by the college administration. Using the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) Principles of Accreditation requirements, TVCC will approve and/or experiential credentials to deliver college-level course content with high quality and effectiveness. [TAC 19, Part 1, Chapter 4, Subchapter D, §4.85 (e) (1)1]
2. To be qualified and/or approved to serve as an instructor for TVCC, minimum educational and experiential criteria are required commensurate with the type of course being taught and the level of program(s) in which the course is included.
   a. Instructors of academic transfer courses offered for dual credit must provide official transcripts reflecting a master's degree with at least 18 graduate hours successfully earned in the teaching discipline. Degrees and graduate credit hours held by faculty members, whether full-time or part-time, must have been earned at a U.S. regionally accredited institution. [Southern Association of Colleges and Schools, Principles of Accreditation, 6.2.a (Faculty Qualifications)]
   b. Instructors of career technical education courses offered for dual credit must provide official transcripts reflecting either a minimum of a bachelor's degree in the teaching discipline, or an associate degree with demonstrated competencies (three years non-teaching work experience) in the program discipline. Minimum educational/experiential requirements for career technical education courses are determined by the TVCC program/award level in which the course is taught. Degrees and graduate credit hours held by faculty members, whether full-time or part-time, must have been earned at a U.S. regionally accredited institution. [Southern Association of Colleges and Schools, Principles of Accreditation, 6.2.a (Faculty Qualifications)]

3. The TVCC Dual Credit Liaison, under the direction of the Associate Vice President of Dual Credit, is the official college contact for all instructional content for college courses taught for dual credit. All course content, learning outcomes and instructional objectives will be consistent and comparable with courses taught on the College campus. All instructors are required to post a syllabus that addresses instructional objectives and/or intellectual competencies on the TVCC website by the TVCC deadline. [TAC 19, Part 1, Chapter 4, Subchapter D, §4.85 (f)]
4. Faculty teaching college courses for dual credit are expected to:
   a. Carefully review the schedules provided by the Dual Credit Office before registration begins. Questions regarding the courses for which students are to be registered should be directed to the TVCC dual credit office on or before the due date for student enrollment.
   b. Teach assigned classes according to TVCC approved course syllabi, maintain college rigor, and outline competencies associated with the course. Course content must align with TVCC learning objectives. TVCC pathways, course sequences and content are determined solely by TVCC and may not be altered without TVCC approval.
   c. Provide each student with a syllabus that explains the expectations of the instructor, learning outcomes, attendance policy, and other relevant course information (Examples:

required class materials, outside assignments, course prerequisites, etc.). The syllabus should be developed using the most current TVCC syllabus template and conform to college standards and will be reviewed by the TVCC division chairperson. All syllabi are to be posted to the TVCC syllabus system for inclusion in the TVCC course schedule by the TVCC deadline.

d. Regularly check and maintain accurate attendance records for student enrollment in the course. **If a student's name does not appear on the TVCC My Cardinal Connect class roll, the student is ineligible to attend class and they will NOT be eligible to receive a grade from TVCC for the course**. If a student attending the course does NOT appear on the TVCC My Cardinal Connect class roll, notify the Dual Credit office as quickly as possible BEFORE the end of the second week of the semester.

e. Notify the District Administrator as early as possible of an inability to meet a class.

f. Report any violations to the TVCC student code of conduct outlined in the current TVCC Catalog to the Associate Vice President of dual credit and the division chairperson as soon as possible.

g. After consultation with the TVCC Dual Credit liaison, submit textbook requirements to the TVCC Cardinal Connect textbook request system for each course taught EVERY semester.

h. Participate in curriculum development, when possible, including but not limited to:
   * Syllabus review and update
   * Learning outcome identification, evaluation, and reporting (LEAPs)
   * Program reviews
   * Library/resources recommendations
   * Instructional material and textbook review and recommendation
   * Embedded faculty trainings (either virtual or in-person)

i. Retain class record books, lesson assignments, and other necessary materials or equipment available for substitute instructors.

j. Submit all syllabi, teaching agreements, required class rosters, student grade reports, disability follow-up forms, and required documentation by TVCC deadlines.

k. Assign grades in the Colleague system according to the following scale:
   A=Excellent (90-100)
   B=Good (80-89)
   C=Fair (70-79)
   D=Poor (60-69)
   F=Failure (below 60)
   W=Withdrew (student-initiated drop on or before drop date)

   *There should also be back-up data to justify the grade assigned in the course (list of grades collected for quizzes, completion of projects, skills demonstrated, etc.).*

l. Maintain a copy of grade books for each dual credit course for the period of one calendar year following the end of the semester. Submit copies of all gradebooks for Dual Credit courses to the Dual Credit office each semester.

m. Check TVCC Cardinal Mail regularly, and at least twice a week. This is the primary method of official communication from the college.

n. Attend faculty meetings and other special meetings called by the division chairperson, associate vice president of academic affairs, associate vice president of workforce education, vice president of instruction or the president, when possible.

o. Dual credit students who qualify for accommodations considered and identified through a

District ARD committee must complete a TVCC "Request for Accommodation Form" (available from the Dual Credit office) and submit to the TVCC disabilities office each semester in order to be considered for and/or receive such accommodation. High school students with disabilities who require accommodations must self-disclose to the TVCC disabilities coordinator. The instructor must **not** provide accommodations to a student with disabilities prior to receiving and acknowledging receipt of the TVCC "Students with Disabilities Advisement Form" each semester from the TVCC disabilities coordinator.

p. Provide an updated curriculum vitae that includes educational history.

q. Keep TVCC administration informed of matters affecting the welfare of students, faculty, and the College.

r. Participate in the TVCC evaluation procedures in relation to the above-stated requirements under this agreement [19 TAC 4.85(e)]. Evaluations may include direct, in-class observations. Data from these observations may be shared with both TVCC and ISD administration.

s. TVCC shall evaluate instructors of embedded college courses offered for dual credit using the same or comparable procedures used for faculty teaching at the college campus. Faculty teaching courses for dual credit shall comply with TVCC's standards of instruction and policies. [TAC 19, Part 1, Chapter 4, Subchapter D, **§4.85** (e)(2)] [Southern Association of Colleges and Schools, Principles of Accreditation, 6.3 (Faculty Appointment and Evaluation)]

t. Faculty teaching courses offered for dual credit, who the District employs, will be considered the employees of the District for this Agreement. It is understood and agreed that such instructors are not employees of TVCC. The District shall perform criminal background checks and fingerprinting as required by Texas Education Code §22.0834 on all persons, including TVCC faculty/employees, placed in the classroom for dual credit courses pursuant to this Agreement and the District is solely responsible for ensuring that all such individuals have met acceptable standards under such background checks. The District will request all information needed from TVCC to perform the requisite criminal check and TVCC will provide same. The District shall provide such criminal history to TVCC upon request.

u. As with all TVCC instructors, faculty teaching embedded courses offered for dual credit who are also employed by the District, are subject to TVCC policies, rules, and regulations, and it is expressly understood that such instructors will abide by and comply with same. Faculty employed by the District will be asked to sign a yearly Teaching Agreement that outlines the TVCC requirements to teach and the expectations of faculty.

v. Faculty teaching dual credit courses who are also employed by the District will be responsible for completing annual training/updates on Title IX, harassment, child abuse and cybersecurity at a level commensurate to that which is required of all TVCC employees. It will be the responsibility of the District to provide appropriate documentation of completed training upon the request by TVCC administration.

w. TVCC retains the right to deny any dual credit instructor the opportunity to teach for TVCC, who violates the Teaching Agreement. [TAC 19, Part 1, Chapter 4, Subchapter D, **§4.85** (e)(2)] [Southern Association of Colleges and Schools, Principles of Accreditation, 6.3 (Faculty Appointment and Evaluation)]

X. The teacher approved and credentialed by TVCC must be the instructor in the class, responsible for preparation and presentation of all instruction.

**VIII. Course Scheduling and Faculty Requests**

1. All course selections for the fall semester should be finalized on or before Feb. 1. All course selections for the spring semester should be finalized on or before Oct. 1. Requests for embedded courses taught by TVCC faculty should be submitted as early as possible to allow instructors time to make schedule allowances.
2. TVCC cannot guarantee the ability to staff embedded course sections with TVCC employed faculty requested after the above dates. The ability to staff embedded sections, at any time, is dependent on the availability of TVCC faculty.
3. The District will ensure that the required Texas Higher Education Coordinating Board (THECB) contact hour rules for college courses will be followed and the high school course schedules will allow the required number of contact hours for embedded dual credit college courses.
4. High school officials will provide at least two weeks' notice to the Dual Credit Department and any embedded TVCC faculty of any changes to instructional time, including, but not limited to, school assemblies, pep rallies, special events, benchmark testing, AP testing, standardized testing, UIL advancement, sports competition advancement, holidays that do not align with the TVCC calendar or other extenuating circumstances.
5. The College calendar and operational hours shall take precedence over the district calendar and operating hours for all dual credit courses.
6. The ISD will designate 1 employee to communicate any unexpected closures due to weather, safety, health concerns, etc. directly to the Dual Credit AVP.

**IX. Location of Classes**

1. Dual credit courses may be taught on the college campus, embedded on the high school campus, or by distance learning. [TAC 19, Part 1, Chapter 4, Subchapter D, **§4.85** (c)]
2. TVCC strongly encourages district administration to ensure that dual credit courses taught via distance learning are assigned a proctor to monitor the dual credit course and students.
3. District administration will ensure the institution and dual credit classrooms have adequate physical resources to support the mission of the institution and the scope of its programs and services:
    a. The classroom used to teach dual credit and lab courses provides an adequate environment for a minimum of 25 students.
    b. The classroom used to teach dual credit and lab courses is an adequate environment with few or no interruptions.
    c. The classroom used to teach dual credit and lab courses is located as far as possible from the main student traffic areas.
    d. The classroom used to teach dual credit and lab courses contains the technology and equipment adequate and appropriate for the learning outcomes to be demonstrated for the course being offered.
    e. The library provides and supports student and faculty access to adequate library collections and services and other learning/information resources consistent with the degrees offered. Collections, resources, and services are sufficient to support the educational, research, and public service programs.

f. The high school provides student support programs, services, and activities consistent with its mission that are intended to promote student learning and enhance the development of its students.

[Southern Association of Colleges and Schools, Principles of Accreditation, 13.7 (Physical Resources)]

**X. Transcription of Credit**

1. For dual credit courses, high school and college credit should be transcripted immediately upon a student's completion of the performance required in the course. [TAC 19, Part 1, Chapter 4, Subchapter D, **§4.85** (h)]

**XI. Academic Policies, Academic Advising, and Student Support Services**

1. All academic policies applicable to courses taught on TVCC campuses shall apply to dual credit high school students enrolled in face-to-face campus, distance learning, and embedded courses, as outlined in the TVCC policies in the TVCC Catalog (located on the TVCC website). [TAC 19, Part 1, Chapter 4, Subchapter D, **§4.85** (g)(l)]
2. Students with disabilities who are presently taking a TVCC college course are eligible to receive appropriate accommodations for disabilities. Accommodations for dual credit students will be considered per the TVCC procedures for students upon request by student and students' self-disclosure to TVCC. Requests for accommodations will be determined by the TVCC disabilities coordinator in conjunction with District input.
3. Accommodations for dual credit students will be provided per the TVCC procedure for students not otherwise qualified for course(s), such as college readiness scores.
4. Students taking college classes for dual credit are entitled to the same services available to other TVCC students. A representative of TVCC provides timely and efficient academic advising and counseling for dual credit high school students regarding the collegiate curriculum, including advising prior to the start of dual credit courses. Dual credit high school students participate in the TVCC procedures as stated in the TVCC Catalog (located on the TVCC website) regarding resolving written student complaints, orientation regarding their rights and responsibilities and the security of personal information. [TAC 19, Part 1, Chapter 4, Subchapter D, **§4.85** (g)(2)] [Southern Association of Colleges and Schools, Principles of Accreditation, 12.1 (Student Support Services)]
5. Students have access to appropriate library resources, through the Learning Resource Center and the online Learning Resource Center. TVCC ensures that students have access to regular and timely instruction in the use of library and other learning resources, through course curriculum. If the District is the provider of these materials, TVCC establishes the appropriateness of the collections for the courses and programs offered.
6. Dual Credit students are placed on a TVCC pathway upon enrollment. This pathway is based on courses requested by the HS counselor. All academic students are placed on a Liberal Arts Multidisciplinary Associate of Arts pathway. Workforce students are placed on the appropriate OSA, Cert or AAS pathway.
7. The following employee of TVCC or the District will provide academic advising to students who enroll in a dual credit course prior to starting the course: (HS Dual Credit Counselor).

## XII. Student Code of Conduct

1. Dual credit students shall adhere to the following:
   a. TVCC and District policies; and
   b. TVCC student code of conduct (outlined in the 2026-2027 TVCC Catalog).
2. Dual credit students on a TVCC campus who participate in inappropriate behavior, criminal acts, or other violations of the TVCC student code of conduct will be disciplined in accordance with the TVCC Student Code of Conduct Judicial Process and the District notified of such (2026-2027 TVCC Catalog).
3. The TVCC police department is the primary police authority for TVCC. All dual credit students, while on any TVCC campus, shall be eligible for and receive all police services provided by the TVCC police department.
4. Responses to law enforcement, safety, or emergency related incidents shall be based upon the guidelines, and operational procedures of TVCC found in the TVCC Catalog available on the TVCC website, along with local, state, and federal laws.
5. TVCC may, at its discretion, release primary law enforcement jurisdiction to the appropriate District on a case-by-case basis.
6. The District agrees to notify the TVCC police department of any incident or situations involving dual credit high school students that may affect the public safety of the TVCC community.
7. WEAPONS POLICY: Texas Penal Code 46.03 Places Weapons Prohibited and Penal Code 46.035 Unlawful Carrying of a Handgun by License Holder identify premises where handguns are not permitted by Texas Statutes.

   A person commits an offense if the person intentionally, knowingly, or recklessly possesses or goes with a firearm, illegal knife, club or prohibited weapon listed in Section 46.05 (a) on the physical premises of a school or educational institution, any grounds or building on which an activity sponsored by a school or education institution is being conducted or a passenger transportation vehicle of a school or educational institution, whether the school or educational institution is public or private.

   A license holder is prohibited from carrying a concealed handgun on Trinity Valley Community College campus premises where prohibited by law and where prohibited by TVCC Policy Firearms: Trinity Valley Community College is committed to providing a safe environment for students, faculty, staff, and visitors, and to respecting the right of individuals who are licensed to carry a handgun where permitted by law. Individuals who are licensed to carry may do so on campus premises, satellite facilities, or in a college-owned vehicle except in locations and a activities prohibited by law or by this policy. Individuals who observe a violation of this policy are required to report the incident immediately to the Campus Police Department, so it can be documented and properly investigated.
8. Dual credit parents will report grievances to the high school counselor, at which time the high school counselor will communicate any grievances to the Associate Vice President or Director of Dual Credit. Upon confirmation from the District high school counselor, students will be expected to follow the grievance process outlined in the 2026-2027 TVCC Catalog for any academic or disciplinary appeal.
9. TVCC recommends that if District is sending students to a TVCC campus then it provide a District representative to remain on campus with the students. Any disciplinary issues will be handled in accordance with the TVCC Student Code of Conduct, and the District will be notified of such.

(2026-2027 TVCC Catalog)

**XIII. Media and Public Relations**

1. Media and public relations regarding dual credit students will be managed according to the TVCC protocols found on the TVCC website, in conjunction with the District.

**XIV. Course Curriculum, Instruction, and Grading**

1. The TVCC Dual Credit Liaison, under the direction of the Associate Vice President of Dual Credit, is the official college contact regarding instructional content for college courses taught for dual credit.
2. Through faculty evaluations, semester grade reports, and LEAPs, TVCC shall ensure that an embedded college course offered for dual credit at the high school and the corresponding course offered at the College are equivalent with respect to the curriculum, contact hours, course maximum, materials, instruction, and method/rigor of evaluation of student performance, regardless of student composition of the class. [TAC 19, Part 1, Chapter 4, Subchapter D, §4.85 (f)]
3. All TVCC instructors must have a syllabus on file, which incorporates the policy and procedure for learning outcomes, grading policies, and disability services.
4. Instructors shall follow TVCC grading policies (Section VII, No. 4, k) where students will receive a letter grade on their TVCC transcript. College faculty will provide numeric grades at the end of the semester to be weighted or factored into the student's high school grade point as determined by the high school district.
5. Faculty will participate in providing information for the assessment of student learning outcomes as required by the Texas Higher Education Coordinating Board (THECB) and Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). This includes but is not limited to the submission of summary scores/data where such information is needed for evaluating departmental success, and the submission of student work for secondary evaluation by the division to ensure that relevant learning outcomes are achieved in any given course.
6. Dual credit faculty will be evaluated according to the same process and standards and will use the same instrument as non-dual credit TVCC full-time and part-time faculty. As such, TVCC policy DLA (LOCAL), available on the TVCC website, outlines the employee performance evaluation process for all TVCC faculty. [TAC 19, Part 1, Chapter 4, Subchapter D, §4.85 (e)(2)] [Southern Association of Colleges and Schools, Principles of Accreditation, 6.3 (Faculty Appointment and Evaluation)]

**XV. Instructional Materials**

1. It is the responsibility of the school district/student to obtain the instructional resources necessary for dual credit courses.
2. The District and TVCC will consider the use of free or low-cost open educational resources (OER) in courses offered under the program, if available.
3. Fees for Inclusive Access (Bookstore fee) will be included for some TVCC courses. The course syllabus will designate the required course materials.

## XVI. Transfer of Courses

1. TVCC basic academic and general education courses are readily transferable to other public institutions of higher education in Texas. However, since each college has its own policy regarding the transferability and applicability of courses, each student is strongly advised to check with the transferring college or university they plan to attend in order to determine the transferability of TVCC courses.
2. The entire TVCC core curriculum will be accepted by Texas state-supported colleges and universities into that institution's core curriculum, if a student earns a "C" or better. [TAC 19, Part 1, Chapter 4, Subchapter B, §4.25 (a-c)]
3. Career technical education courses are not designed for transfer beyond the community college. However, programs exist at some universities that allow these courses to be applied directly to baccalaureate degree requirements. Students are encouraged to check with prospective universities concerning programs such as the BAAS, BAT, and similar programs. Workforce courses do not apply as electives to an Associate of Arts degree.

## XVII. Academic Regulations

1. A TVCC class minimum enrollment of 10 students is necessary to make a face-to-face class taught by a TVCC instructor on a TVCC campus. Exceptions to this rule may apply in instances where more than one high school agrees to receive instruction simultaneously (through Zoom, etc.) and a minimum of 10 students enrolled between the participating districts.
2. Embedded courses taught by an ISD instructor may be taught on an individual student basis, with no minimum enrollment required.
3. A minimum of 10 students is required for all non-embedded courses taught on the high school campus by a TVCC faculty member. For every student under 10, the District will be responsible for a $200/per student fee. This will be based on the number of students enrolled in the class on TVCC Census day.
4. TVCC courses offered as dual credit by TVCC faculty or embedded high school faculty, regardless of where they are taught, follow the TVCC College calendar, syllabus requirements, course outline, grading procedures, FERPA regulations, communication between students, parents, and District administrators, and other instructional and evaluative policies and procedures. Exceptions to this must be approved by the appropriate associate vice president, provost, and vice president of instruction. [TAC 19, Part 1, Chapter 4, Subchapter D, §4.85 (g)(l)]
5. Letter grades are given in accordance with policies printed in the TVCC 2026-2027 catalog. Numerical averages will be provided to the high school counselor, via email, by the TVCC Registrar's Office or director of dual credit at the end of each semester.
6. In the event of a grade dispute, the TVCC policy for grade appeals will be followed. Please see the Academic Grievance Procedure in the current TVCC catalog.
7. District employees and parents shall not influence the grading policies, grading procedures, or other instructional policies of TVCC Faculty who teach college courses as dual credit.
8. Dual credit students may withdraw (drop) from all courses and receive a grade of "W" at any time during the semester on/prior to the TVCC official drop deadline specified in the College calendar located in the class schedule or catalog. The appropriate grade will be assigned for courses dropped after the deadline specified in the College calendar. For students who wish to drop a class, it is their responsibility to contact the high school counselor promptly. Dual Credit students cannot withdraw

themselves. The appropriate paperwork must be submitted by the high school.

9. Dual credit students are responsible for contacting the high school counselor to withdraw (drop) a class by the last day to pay deadline if they do not intend to pay for the identified class. If the class is not dropped or paid for, the dual credit student will have an outstanding balance, and a grade will be transcripted in the identified course.
10. The high school counselor may request locally articulated career technical credit for a dual credit student by completing the TVCC High School Student Local Articulation Approval form available from the Dual Credit office.
11. TVCC has a Drop for Nonattendance Policy. Students who have not attended a face-to-face class or shown participation in an online class by completing the Student Success Agreement by Census Day (see TVCC catalog), will be dropped from the class. A student dropped for nonattendance will have no grade assigned and no fees assessed. Except for an instance of instructor error, there is no appeal process for a student who has been dropped for nonattendance. If a student does think that he was dropped in error, the high school counselor, after confirming attendance, should contact the Dual Credit office immediately.

**XVIII. Funding**

1. The cost of tuition and fees for eligible academic dual credit courses for taxpaying districts will be $49.00 per credit hour for the first two academic courses that are offered for dual credit each semester. The cost of tuition and fees for eligible academic dual credit courses for non-taxpaying districts will be $60.00 per credit hour for the first two academic courses that are offered for dual credit each semester. Upon enrolling in the third academic or non-embedded career technical class or any concurrent course, tuition and fees will adhere to the TVCC tuition and fee schedule. Online fees and lab fees affiliated with the respected courses in which students choose to enroll will be charged as published on the TVCC tuition and fee schedule.
2. Embedded career technical education courses taught by an employee of the District will not be charged any tuition or general fees. The ISD will be responsible for all equipment necessary for the course, regardless of student FAST eligibility, including but not limited to cosmetology kits and welding equipment.
3. TVCC participates in the FAST (Financial Aid for Swift Transfer program). See Appendix 1
4. The District or the student will be responsible for the transportation of high school students to TVCC.
5. The District or the student will provide the cost of tuition, required fees, and textbooks. If the District elects to pay for any tuition and/or required fees, the amount they will pay will/must be noted on the dual credit sponsorship form and submitted to the Dual Credit office before the semester begins. If District fails to note they will be paying for student tuition/fees, and the student does not pay by the deadline, the student will be dropped from the class for non-payment.
   District providing a sponsorship that requires a Payment Authorization Spreadsheet, it will provide that spreadsheet no later than 2 weeks prior to the beginning of classes to allow student to be billed correctly. As used herein, Payment Authorization Spreadsheet means the document TVCC provides to the District and District completes it/fills it in with required sponsorship information.
6. State funding for college courses offered for dual credit will be available to both the District and TVCC based on the current funding rules of the State Board of Education and the Texas Higher Education Coordinating Board. [TAC 19, Part 1, Chapter 4, Subchapter D, §4.85 (i)(l)]S. TVCC may only claim funding for students receiving college credit in core curriculum, career technical/college workforce education, and foreign language dual credit courses. [TAC 19, Part 1, Chapter 4, Subchapter D, §4.85

(i)(2)]

7. Faculty teaching embedded courses offered for dual credit, who are also employed by the District, will be employees of the District. Such faculty will be paid by the District in accordance with the District's standard teacher salary schedule. These dual credit instructors will not receive any monetary compensation, benefits, or otherwise from TVCC under this program. TVCC will pay the District a stipend of $500 for embedded academic transfer dual credit course sections taught by embedded faculty on the District campus. However, Dual credit career technical education dual credit courses taught by embedded faculty on the district campus will not be paid the stipend. The stipend amount is contingent upon 10 dual credit students enrolled in the course section on the official TVCC census date. The District will be paid on a per-student basis for less than 10 dual credit students (Fall and Spring semesters only).

| | |
|---|---|
| 0-9 students | $50/student |
| 10-30 students | $500/section |
| 30-60 students | $1,000/section |
| 60-90 students | $1,500/section |

8. TVCC will reimburse the District for academic course lab fees when the District provides the lab facilities and supplies on the high school campus. TVCC will not reimburse the District for academic course lab fees when TVCC provides the lab facilities and/or supplies. Since tuition and fees are waived for students enrolled in embedded career technical education courses, there are no lab fees for which TVCC will reimburse the District.
9. The District will provide required software licenses and/or other materials for embedded career technical education dual credit courses taught at the high school campus.
10. Non-FAST Dual Credit students, not covered by an ISD sponsorship, will be dropped from all TVCC classes at the end of the fist week of classes, unless one of the following has occurred:
    1) The balance has been paid in full, or
    2) A payment plan has been agreed to in writing according to the TVCC payment plan

**XIX. Indemnity and liability**

1. To the extent allowed by law, District shall indemnify, release, and hold harmless, TVCC and its trustees, employees, and agents from any and all claims, demands, causes of action and liabilities of any type whatsoever (including reasonable attorney's fees and costs) for damages to real or personal property or bodily injury or death arising from or related to this Agreement to the extent caused by District or its employees, agents, students, or trustees.
2. The District expressly assumes all liability related to or arising from the acts and/or omissions of its employees, contractors, agents, or representatives associated with this Agreement or the dual credit program.
    a. Limitations - The parties are aware that there are constitutional and statutory limitations on the authority of a school district and TVCC to enter into certain terms and conditions that may be a part of this agreement, including those terms and conditions relating to liens on a school district and TVCC's property; disclaimers and limitations of warranties: disclaimers and limitations of liability for damages; waivers, disclaimers and limitations of legal rights, remedies, requirements and processes; limitations of periods to bring legal action; granting control of litigation or settlement to another party; liability for acts or omissions of third parties; payment of attorneys' fees; dispute resolution; indemnities; and confidentiality (collectively, the "limitations"), and terms

and conditions related to the limitations will not be binding on a school district and TVCC except to the extent authorized by the laws and constitutions of the state of Texas.

## XX. Confidentiality, Student Records and Data Sharing

1. FERPA: In accordance with the Family Education Rights and Privacy Act (FERPA) (20 U.S.C §1232g) and School District Board Policy series FL, all records relating to students which are generated or maintained by either party shall be considered educational records in accordance with applicable laws and policies. All parties shall maintain the confidentiality of these and all education records in accordance with all applicable state, federal and local laws and regulations, including FERPA and School District Board Policy series FL.

   FERPA allows protected student data to be exchanged between the College and School District for students that are dually enrolled without the consent of either the parents or the students under §99.34. If the student is under 18, the parents still retain the right under FERPA to inspect and review any education records maintained by the School District, including records that the College disclosed. The College and the School District are expected to meet FERPA requirements to maintain the privacy of the student data. (TVCC and FERPA).

2. CONFIDENTIALITY AND SAFEGUARDING OF TVCC RECORDS: Under this agreement the School District may create, receive from or on behalf of TVCC, or have access to records or record systems (collectively, "TVCC **Records”).** Among other things, TVCC Records may contain data protected or made confidential or sensitive by applicable laws, including the Gramm-Leach-Bliley Act (Public Law No: 106-102), the Texas Identity Theft Enforcement and Protection Act (ITEPA), and the Family Educational Rights and Privacy Act, 20 U.S.C. §1232g **(FERPA).**

   If TVCC records are subject to FERPA:

   i. TVCC and the School District will designate appropriate representatives with an official educational interest to share educational data on behalf of the schools, and
   ii. the School District will acknowledge that its improper disclosure or re-disclosure of personally identifiable information from TVCC records may result disciplinary action up to the School District's exclusion from eligibility to contract with TVCC.

3. The School District represents, warrants, and agrees that it will:
   i. hold TVCC records in strict confidence and will not use or disclose TVCC records except as

      a. permitted or required by this Memorandum of Understanding (MOU),
      b. required by applicable laws, or
      c. otherwise authorized by TVCC in writing;

   ii. safeguard TVCC records according to reasonable administrative, physical and technical standards (such as standards established by (i) the National Institute of Standards and Technology and (ii} the Center for Internet Security. as well as the Payment Card Industry Data Security Standards) that are no less rigorous than the standards by which the School District protects its own confidential information.

iii. continually monitor its operations and take any action necessary to assure that TVCC records are safeguarded and the confidentiality of TVCC records is maintained in accordance with all applicable laws, including FERPA, ITEPA and the Gramm-Leach Bliley Act, and the terms of this Agreement;

iv. comply with TVCC's rules, policies, and procedures regarding access to and use of TVCC's computer systems. At the request of TVCC, the School District agrees to provide TVCC with a written summary of the procedures used to safeguard and maintain the confidentiality of TVCC records.

v. immediately notify TVCC of any data breach and/or compromise of the security of shared data (whether suspected or actual) and take immediate steps to mitigate the damage. District shall be required to provide notice to any affected individuals as required by any applicable law related to TVCC.

4. PUBLIC INFORMATION: TVCC strictly adheres to all statutes, court decisions and the opinions of the Texas Attorney General with respect to disclosure of public information under the *Texas Public Information Act, Chapter* 552, *Texas Government Code*.

**XXI. Miscellaneous**

1. The District will maintain

   the required student vaccination records and documentation at the high school for health occupations courses and make them available to TVCC auditing if needed.
2. Students may apply for graduation under provisions of the current catalog year or meet the graduation requirements of the catalog under which the student entered TVCC, provided that the catalog date is no more than five years prior to the expected date of graduation. The candidate for graduation must declare the catalog of their degree plan.
3. Both parties agree to have a spirit of cooperation and to endeavor to provide a positive collegiate-level experience for those high school students equipped with the maturity and academic preparation to be successful in college-level courses.
4. Both parties agree to post this Agreement on the District and TVCC's respective websites.
5. Amendment: The parties to this MOU acknowledge that it may be necessary to amend and/or modify this MOU from time to time in order to address additional concerns or issues that arise as the program progresses. However, no amendment, modification or alteration of the terms of this MOU shall be binding unless the same is in writing, dates subsequent to the date hereof and duly executed by an authorized representative of the parties hereto.
6. This Agreement will become effective on the date the last party executes it and will remain in effect until either party decides to terminate it. Either party may terminate this Agreement without cause by giving the other party notice in writing at least thirty (30) days before the beginning of the first day of the TVCC semester or District semester, whichever is earlier.
7. Nothing herein shall waive the parties' immunity to suit or liability as established by applicable law.
8. Dispute Resolution – To the extent that Chapter 2260, Texas Government Code, as it may be amended from time to time ("Chapter 2260"), is applicable to this Agreement and is not preempted by other Applicable Laws, the dispute resolution process provided for in Chapter 2260 will be used, as further described herein, by Trinity Valley Community College and the ISD to attempt to resolve any claim for breach of contract.

9. The parties to this Agreement are not in a joint venture, partnership, or otherwise.

10. In order to maintain strong partnerships and facilitate communication, the District shall provide representation at the following meeting/trainings:
    *Superintendent and HS Principals Partners Meeting (July)
    *HS Counselor and CTE Director Meeting (Fall)
    *Embedded Faculty Training (Late July/Early August) – If Applicable
    *Meeting to prepare TVCC Faculty teaching on ISD Campuses (August) – If Applicable

11. This Agreement shall be governed by the laws of Texas, and venue for any lawsuit arising out of this Agreement shall be in state court in Henderson County, Texas.

**XXII: Other Agreements with the District**

1. This agreement does not apply to the other agreements between TVCC and the District.

TVCC and the District will have separate and distinctive agreement for TVCC and Early College High Schools.

The signatures below indicate that the governing boards of both TVCC and the District have approved this Agreement.

Sherri Perry _____ 9/29/2026

District Superintendent Date

Jason L Morrison _____ 04/07/2026

Dr. Jason Morrison Date
President Trinity Valley Community College

Appendix 1: FAST
Appendix 2: Israeli Boycott Agreement
Appendix 3: Cosmetology MOU if applicable
Appendix 4: Welding MOU if applicable
Appendix 5: Health Science MOU if applicable
Appendix 6: Automotive MOU if applicable
Appendix 7: TVCC Dual Credit Crosswalk

# Appendix 1

## Financial Aid for Swift Transfer (FAST)

### Overview

The FAST program provides funding to colleges and other public institutions so they can offer dual credit courses to educationally disadvantaged students at no cost to these students. **This program may require partnership investments by school districts to cover costs for instructional materials, and course fees so that the program can be offered where the student is not required to pay.**

The Texas Education Code {TEC) defines "educationally disadvantaged" as those students eligible for the national free/reduced-price lunch program. The FAST program includes the current school year along with a four- year "look-back" for student eligibility.

The Texas Higher Education Coordinating Board {THECB) will adopt a maximum tuition rate for dual credit courses that is a condition of an institution's participation in the FAST program. Institutions that elect to participate in the FAST program will receive an allotment of funding equal to the FAST tuition rate for each semester credit hour of dual credit coursework taken by an eligible student. Note that the FAST tuition rate is the maximum tuition rate that a participating institution may charge for all dual credit students in any dual credit course.

**Student Eligibility**

Students are "eligible students" under the FAST program if they (1) are enrolled in an eligible dual credit course at a public school district or charter school offered either at their school or the college, and (2) were qualified for free/reduced-price lunch in the current year or any of the four school years before enrolling in the dual credit course. The student must have submitted the appropriate information to the ISD and the ISD must have correctly reported the student's FAST status on their PEIMS report.

By statute, the FAST program requires that eligible students at participating institutions incur no cost for their dual credit coursework. An eligible student will not pay tuition and fees for an eligible dual credit course. Books, supplies, and other course materials must also be provided at no cost to an eligible student.

There is no limit to the number of courses or semester credit hours that a FAST-eligible student can take. As long as the course and institution meet eligibility requirements (including that the courses are offered at no cost to the student and do not exceed the FAST rate), students who qualify for free and reduced-price lunch will be eligible for free dual credit courses under FAST

The IHE partner will upload a file of students enrolled in dual credit courses. THECB, working with TEA will return a list to the IHE indicating which students met the FAST eligibility requirements in the current year or any of the four school years before enrolling in the dual credit course.

**FAST Tuition Rate**
The FAST tuition rate adopted by the THECB serves two purposes:
Funding rate: Participating institutions will receive an allotment of funding equal to the FAST tuition rate for each semester credit hour of dual credit coursework taken by an eligible student.

**FAST Funding Disbursement**
The THECB matches TVCC reporting of dual credit enrollment with TEA 's data regarding educationally disadvantaged students to generate a report of student enrollment eligible for FAST funding. The THECB provides the report to institutions for their review and certification, after which THECB would disburse funding to the institution.

**Dual Credit Course Eligibility**
Courses eligible for FAST funding are those offered through either TEC, Section 130.008, Courses for Joint High School and Junior College Credit (see Texas Administrative Code, Chapter 4, Subchapter D, Rules 4.81-4.85), or other courses offered by a public institution of higher education for which a high school student may earn credit. By statute, the courses must also satisfy at least one of the following:

- A requirement necessary to obtain an associate degree or an industry-recognized credential or certificate (using the definition of industry-recognized credential or certificate that is established for other parts of House Bill 8)
- A foreign language requirement at an institution of higher education
- A core curriculum requirement
- Afield of study requirement

**Dual Credit MOU Financial Aid for Swift Transfer (FAST)**

To the extent that the FAST program applies, language below replaces in whole the section XVIII Funding.

1. The cost of tuition and fees will be based on the current Trinity Valley Community College tuition and fee schedule for eligible dual credit courses.
2. Financial Aid for Swift Transfer (FAST)
   Trinity Valley Community College and the ISD enter into an agreement to participate in the Financial Aid for Swift Transfer (FAST) Program in anticipation of the Texas Higher Education Coordinating Board (Coordinating Board) adopting new rules on an emergency basis in **Texas Administrative Code, Title 19, Part 1, Chapter 13, Subchapter Q, §§13.500 -13.506, concerning Financial Aid for Swift Transfer (FAST) Program.** (Attached as Appendix IA).

A. ISD Responsibilities:

1. Provide TVCC with a list of all Dual Credit Students with TSDS numbers, social security numbers, Date of Birth and Fast eligibility.
2. Maintain records to justify certification of eligible students.
3. Provide certification of eligible students to the Texas Education Agency.
4. No costs can be passed to any FAST eligible student

B. College Responsibility:

1. Collaborate with the school district on identifying FAST-Eligible students.
2. No costs can be passed to any FAST eligible student, with the exception of fines.
3. Trinity Valley Community College will let the ISD know if a student reported as FAST eligible was declined by the THECB.

C. For the 2026-2027 school year (Fall 2026 through Summer 2027), TVCC will continue to waive all tuition, general fees and textbook costs for FAST students, with the exception of equipment needed for workforce programs to include but not be limited to cosmetology kits and welding equipment. This will be re-evaluated yearly.

RESPONSIBILITY FOR INCORRECTLY REPORTED STUDENTS

The Texas Education Agency will provide the Texas Higher Education Coordinating Board a list of students who have been listed as Educationally Disadvantaged. Should the student be Educationally Disadvantaged by appearing on this list in the current year or any of the four years prior to enrolling in their first dual credit course, the student is an eligible student for the FAST Program.

Trinity Valley Community College will access this list of students and will share with the District if a student reported by the District is denied FAST status by the Texas Higher Education Coordinating Board.

Should the State and/or Trinity Valley Community College be unable to validate that the student is eligible for the FAST program when the Texas Higher Education Coordinating Board matches for Educationally Disadvantaged students based upon the school district's free- and reduced- lunch reporting to the Texas Education Agency, TVCC shall not be responsible for the balance of tuition, fees, course fees, and course materials access fees that are now charged to the student because the student has been labeled a non-FAST student.

Signature on the MOU indicated acceptance of this Appendix.

Appendix 2

# Israeli Boycott Agreement

Re: Agreement dated 09-29-2026 Between Trinity Valley Community College and
(Vendor)

Texarkana ISD for Dual Credit Education
(District or School)

By signing, the District certifies the following:

Pursuant to Texas Government Chapter 2271, as amended, the District does not and will not boycott Israel during the term of this contract.

Pursuant to Texas Government Code Chapter 2252, as amended, the District is not engaged in business with Iran, Sudan, or a foreign terrorist organization. The District does not support any terrorist organizations and will continue to make every effort to verify all suppliers and operations that will support this contractual relationship do not support any terrorist organization.

Pursuant to Texas Government Code Chaters 2274 and 809, as amended, the District does not and will not boycott energy companies during the term of this contract.

Pursuant to Texas Government Code Chapter 2274, as amended, the District does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and will no discriminate during the term of the contract against a firearm entity or firearm trade association.

Signature on the MOU indicates acceptance of this appendix.

Appendix 7

# Trinity Valley Community College Guide for Potential Dual Credit Courses

## Crosswalk Overview

This is a guide for cross-walking TVCC college credit courses with high school credit for dual credit. This crosswalk is derived from current practices within TVCC service-area independent School Districts, as well as other community colleges. Suggested crosswalks are not mandated. This document is not intended to dictate how local ISDs choose to award high school credit in a dual credit program (this authority is ultimately the responsibility of the ISD).

This crosswalk includes the suggested high school course, the TVCC course, the TSIA requirements, and any prerequisite information. All information is subject to change as state laws and college policies change.

## Dual Credit

Courses taken by high school students through Trinity Valley Community College must be pre-approved by the appropriate high school official to receive dual credit. Documentation of this approval is presented during the registration period with a completed dual credit form.

## College Transfer Concerns

Points to consider when advising students concerning the transfer of college credits from one college to another:
1. When planning to transfer credit, it is the responsibility of the student to check with the receiving institution to determine the transferability of a course before enrolling in the course.
2. There are times when a course will be counted as a transfer between institutions; however, that course may not apply to the required courses needed for completion of a particular major.
5. In addition to the TSIA requirements listed below, High School 9th and 10th graders are required to take and pass the TSIA2 Englich test prior to enrolling in any academic Dual Credit Courses.

| Pathway | TVCC Course Number | TVCC Course Name | College Credits | HS Course | TSIA ENGL Required? | TSIA Math Required? | Pre-Requisites |
|---|---|---|---|---|---|---|---|
| Academic | ARTS 1301 | Art Appreciation | 3 | Art I | Yes | No | |
| Academic | ARTS 1303 | Art History I | 3 | Art I | Yes | No | |
| Academic | ARTS 1304 | Art History II | 3 | Art I | Yes | No | |
| Academic | ARTS 1316 | Drawing I | 3 | Art II or Drawing I | No | No | |
| Academic | ARTS 1317 | Drawing II | 3 | Art III or Drawing II | No | No | Arts 1316 |
| Academic | ARTS 2316 | Painting I | 3 | Art II or Painting I | No | No | Arts 1316 and 1311 |
| Academic | ARTS 2346 | Ceramics I | 3 | Art II or Ceramics I | No | No | |
| Academic | ARTS 2347 | Ceramics II | 3 | Art III or Ceramics II | No | No | Arts 2346 |
| Academic | BIOL 1406 | Biology for Science Majors I | 4 | Biology or Adv. Science or Scientific Research & Design | Yes | Yes | |
| Academic | BIOL 1407 | Biology for Science Majors II | 4 | Biology or Adv. Science or Scientific Research & Design | Yes | Yes | |
| Academic | BIOL 1408 | Biology for Non-Science Majors I | 4 | Biology or Adv. Science or Scientific Research & Design | No | No | |
| Academic | BIOL 1409 | Biology for Non-Science Majors II | 4 | Biology or Adv. Science or Scientific Research & Design | No | No | |
| Academic | BIOL 2401 | Anatomy & Physiology I | 4 | Advanced Science (Anatomoy & Physiology I) | Yes | Yes | |
| Academic | BIOL 2402 | Anatomy & Physiology II | 4 | Advanced Science (Anatomoy & Physiology I) | Yes | Yes | BIOL 2401 |
| Academic | BIOL 2404 | Anatomy & Physiology (single-semester course) | 4 | Advanced Science (Anatomoy & Physiology I) | Yes | Yes | |
| Academic | BIOL 2420 | Microbiology for Non-Science Majors | 4 | Advanced Science | Yes | Yes | |
| Academic | CHEM 1405 | Introductory Chemistry I | 4 | Advanced Science | Yes | Yes | |
| Academic | CHEM 1407 | Introductory Chemistry II | 4 | Advanced Science | Yes | Yes | |
| Academic | CHEM 1411 | General Chemistry I | 4 | Chemistry | Yes | Yes | MATH 1314 |
| Academic | CHEM 1412 | General Chemistry II | 4 | Chemistry | Yes | Yes | CHEM 1411 |
| Academic | CHEM 2423 | Organic Chemistry I | 4 | Advanced Science | Yes | Yes | CHEM 1412 |
| Academic | DRAM 1310 | Intro to Theater | 3 | Theater Arts I | Yes | No | |
| Academic | DRAM 2366 | Intro to Cinema | 3 | Elective | Yes | No | |
| Academic | ECON 2301 | Principles of Macroeconomics | 3 | Economics | No | No | |
| Academic | ECON 2302 | Principles of Macroeconomics | 3 | Economics | No | No | |
| Academic | ENGL 1301 | Composition I | 3 | English III | Yes | No | |
| Academic | ENGL 1302 | Composition II | 3 | English III | Yes | No | ENGL 1301 |
| Academic | ENGL 2311 | Technicla & Business Writing | 3 | 1 semester of English IV or Technical Writing | No | No | |
| Academic | ENGL 2322 | British Literature I | 3 | English IV | Yes | No | ENGL 1301 |
| Academic | ENGL 2323 | British Literature II | 3 | English IV | Yes | No | ENGL 1301 |
| Academic | ENGL 2327 | American Literature I | 3 | English IV | Yes | No | ENGL 1301 |
| Academic | ENGL 2328 | American Literature II | 3 | English IV | Yes | No | ENGL 1301 |
| Academic | ENGL 2332 | World Literature I | 3 | English IV | Yes | No | ENGL 1301 |
| Academic | ENGL 2333 | World Literature II | 3 | English IV | Yes | No | ENGL 1301 |
| Academic | GEOG 1301 | Physical Geography | 3 | World Geography Studies | No | No | |
| Academic | GEOG 1303 | World Region Geography | 3 | World Geography Studies | No | No | |
| Academic | GOVT 2305 | Federal Government | 3 | US Government (1/2 Credit) | No | No | |
| Academic | GOVT 2306 | Texas Government | 3 | Adv. Social Studies | No | No | |
| Academic | HIST 1301 | United States History I | 3 | United States History | No | No | |
| Academic | HIST 1302 | United States History II | 3 | United States History | No | No | |
| Academic | HIST 2301 | Texas History | 3 | Texas History | No | No | |
| Academic | HUMA 1301 | Introduction to Humanities | 3 | Elective | No | No | |
| Academic | MATH 1314 | College Algebra | 3 | Independent Studies Math | No | Yes | |
| Academic | MATH 1324 | Mathematics for Business & Social Sciences | 3 | Math for Business I | No | Yes | |
| Academic | MATH 1325 | Calculus for Business & Social Sciences | 3 | Math for Business II | No | Yes | MATH 1314 or 1324 |
| Academic | MATH 1332 | Contemporary Mathematics | 3 | Comtemporary Math | No | Yes | |
| Academic | MATH 1342 | Elemetary Statistical Methods | 3 | Statistics | No | Yes | |
| Academic | MATH 2312 | Pre-Calculus | 3 | Pre-Calculus | No | Yes | MATH 1314 |
| Academic | MATH 2413 | Calculus I | 4 | Calculus | No | Yes | MATH 2312 |
| Academic | Math 2414 | Calculus II | 4 | Calculus II | No | Yes | MATH 2413 |
| Academic | MUSI 1306 | Music Appreciation | 3 | Elective | No | No | |

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Academic | MUSI 1307 | Music Literature | 3 | Elective | Yes | No | |
| Academic | MUSI 1310 | American Music | 3 | Music Theory I | No | No | |
| Academic | PHIL 2306 | Introduction to Ethics | 3 | 1 semester English IV, Public Speaking I, Communications Applications or Adv. Social Studies | No | No | |
| Academic | PHYS 1401 | College Physics I | 4 | Physics | No | Yes | MATH 1314 & 1316 or 2312 or 2412 |
| Academic | PHYS 1402 | College Physics II | 4 | Physics | No | Yes | PHYS 1401 |
| Academic | PHYS 1415 | Physical Science I | 4 | Advanced Science | Yes | No | |
| Academic | PHYS 1417 | Physical Science II | 4 | Physical Science | Yes | No | |
| Academic | PHYS 2425 | University Physics I | 4 | Advanced Science | No | Yes | MATH 2413 |
| Academic | PHYS 2426 | University Physics II | 4 | Advanced Science | No | Yes | PHYS 2425 |
| Academic | PSYC 2301 | General Psychology | 3 | Psychology | No | No | |
| Academic | PSYC 2314 | Lifespan Growth & Development | 3 | Elective | No | No | |
| Academic | EDUC 1300 | Learning Frameworks | 3 | Principles of Education & Training, Public Speaking I, Communications Applications or Adv. Social Studies | No | No | |
| Academic | EDUC 1301 | Introduction to the Teaching Profession | 3 | Instructional Practices | No | No | |
| Academic | SOCI 1301 | Introduction to Sociology | 3 | Adv. Social Studies | No | No | |
| Academic | SOCI 1306 | Social Problems | 3 | Elective | No | No | |
| Academic | SPAN 1411 | Beginning Spanish I | 3 | Spanish II | No | No | |
| Academic | SPAN 1412 | Beginning Spanish II | 3 | Spanish II | No | No | SPAN 1411 recommended |
| Academic | SPAN 2311 | Intermediate Spanish II | 3 | Spanish III | No | No | SPAN 1412 recommended |
| Academic | SPAN 2312 | Intermediate Spanish II | 3 | Spanish III | No | No | SPAN 2311 recommended |
| Academic | SPCH 1315 | Public Speaking | 3 | Public Speaking I or Communications Applications | Yes | No | |
| Academic | SPCH 1321 | Business & Professional Communication | 3 | Public Speaking I or Communications Applications | Yes | No | |
| Accounting | ACCT 2401 | Financial Accounting | 4 | Banking & Financial Services | No | No | |
| Accounting | ACNT 1303 | Introduction to Accounting I | 3 | Accounting I | No | No | |
| Accounting | ACNT 1304 | Introduction to Accounting II | 3 | Accounting I | No | No | ACNT 1303 recommended |
| Accounting | ACNT 1311 | Introduction to Computerized Accounting | 3 | Accounting II | No | No | |
| Accounting | ACNT 1313 | Computerized Accounting Applications | 3 | Accounting II | No | No | ACNT 1311 recommended |
| Agriculture | AGAH 1353 | Beef Cattle Production | 3 | Livestock Production | No | No | |
| Agriculture | AGAH 1401 | Intro Animal Science | 4 | Advanced Animal Science | No | No | |
| Agriculture | AGAH 1447 | Animal Reproduction | 4 | Veterinary Medical Applications | No | No | |
| Agriculture | AGAH 2313 | Principals of Feeds and Feeding | 3 | Livestock Production | No | No | |
| Agriculture | AGCR 1341 | Forage and Pasture | 3 | Principals of Ag, food, and natural resources | No | No | |
| Agriculture | AGCR 2305 | Entomology | 3 | Advanced Animal Science | No | No | |
| Agriculture | AGEQ 1411 | Equine Science I | 4 | Equine Science | No | No | |
| Agriculture | AGMG 2280 | Co-Op Ag Business and Management | 2 | Practicum in Ag, food and natural resources | No | No | |
| Agriculture | AGRI 1131 | Ag Industry | 1 | Agribusiness Management and marketing | No | No | |
| Agriculture | AGRI 1325 | Market Ag Products | 3 | Agribusiness Management and marketing | No | No | |
| Agriculture | AGRI 1407 | Agronomy | 4 | Principals of Ag, food, and natural resources | No | No | |
| Agriculture | AGRI 1419 | Intro to Aminal Science | 4 | Advanced Animal Science | No | No | |
| Agriculture | AGRI 2301 | Ag Power Units | 3 | Agricultural Power systems | No | No | |
| Agriculture | AGRI 2303 | Ag Construction | 3 | Agricultural Mechanics and Metal technologies | No | No | |
| Agriculture | AGRI 2317 | Intro to Ag Econ | 3 | Agribusiness Management and marketing | No | No | |
| Agriculture | AGRI 2321 | Live Animal Evaluation | 3 | Veterinary Medical Applications | No | No | |
| Agriculture | AGRI 2330 | Wildlife Conservation and Management | 3 | Wildlife, Fisheries and Ecology Managment | No | No | |
| Automotive | AUMT 1201 | Introduciton & Theory of Automotive Tech | 2 | Auto Technology I | No | No | |
| Automotive | AUMT 1213 | Automotive Suspension & Steering Systems Theory | 2 | Auto Technology I | No | No | AUMT 1201, AUMT 1305 |
| Automotive | AUMT 1241 | Automotive Climate Control Systems Theory | 2 | Auto Technology I | No | No | AUMT 1201, AUMT 1305 |
| Automotive | AUMT 1257 | Automotive Brake Systems Theory | 2 | Auto Technology I | No | No | AUMT 1201, AUMT 1305 |
| Automotive | AUMT 1305 | Introduction to Automotive Technology | 3 | Auto Technology II | No | No | AUMT 1201 |
| Automotive | AUMT 1310 | Automotive Brake Systems | 3 | Auto Technology II | No | No | AUMT 1201, AUMT 1305 |
| Automotive | AUMT 1316 | Automotive Suspension & Steering Systems | 3 | Auto Technology II | No | No | AUMT 1201, AUMT 1305 |
| Automotive | AUMT 1345 | Automotive Climate Control Systems | 3 | Auto Technology II | No | No | AUMT 1201, AUMT 1305 |
| Business/Admin | BMGT 1327 | Principles of Management | 3 | Business Management | No | No | |
| Business/Admin | BUSG 1301 | Introduction to Business | 3 | Principles of Business, Marketing & Finance | No | No | |
| Business/Admin | BUSG 1304 | Financial Literacy | 3 | Money Matters | No | No | |
| Business/Admin | BUSG 2309 | Small Business Management/Entrepreneurship | 3 | Entrepreneurship | No | No | |
| Business/Admin | BUSI 1301 | Business Principle | 3 | Principles of Business, Marketing & Finance | No | No | |
| Business/Admin | BUSI 2301 | Business Law | 3 | Business Law | No | No | |
| Business/Admin | HPRO 2307 | Organization Behavior | 3 | Human Resource Management | No | No | |

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Business/Admin | HRPO 2301 | Human Resources Management | 3 | Human Resource Management | No | No | |
| Business/Admin | MRKG 1311 | Principles of Marketing | 3 | Principles of Business, Marketing & Finance | No | No | |
| Business/Admin | MRKG 2349 | Sales Promotion & Advertising | 3 | Principles of Business, Marketing & Finance | No | No | |
| Business/Admin | POFI 2301 | Word Processing | 3 | Business Information Management I | No | No | |
| Business/Admin | POFI 2340 | Advanced Word Processing | 3 | Principles of Information Technology | No | No | POFI 2301 Recommended |
| Business/Admin | POFT 1220 | Job Search Skills | 2 | Career Prep | No | No | |
| Business/Admin | POFT 1301 | Business English | 3 | 1 semester of English III or Business English | No | No | |
| Business/Admin | POFT 1321 | Business Math | 3 | Financial Mathematics | No | No | |
| Business/Admin | POFT 1429 | Beginning Keyboarding | 4 | Principles of Information Technology | No | No | |
| Business/Admin | POFT 2312 | Business Correspondence & Communication | 3 | Touch Systems Data Entry | No | No | |
| Business/Admin | POFT 2401 | Intermediate Keyboarding | 4 | Principles of Information Technology | No | No | POFT 1127 recommended |
| Computer Science | BCIS 1305 | Business Computer Applications | 3 | Business info. Mgmt I or Business info. Mgmt II | No | No | |
| Computer Science | BMGT 1309 | Information & Project Management | 3 | Business Management | No | No | |
| Computer Science | COSC 1336 | Programming Fundamentals I | 3 | Programming Fundamentals | No | No | |
| Computer Science | COSC 1337 | Programming Fundamentals II | 3 | Programming Fundamentals II | No | No | COSC 1336 |
| Computer Science | ITMT 1305 | Configuring Adv. Windows Server Operating Systems | 3 | Independent Studies | No | No | |
| Computer Science | ITMT 1357 | Administering a Windows Server Operating System | 3 | Independent Studies | No | No | |
| Computer Science | ITNW 1309 | Fundamentals of Cloud Computing | 3 | Advanced Cloud Computing | No | No | |
| Computer Science | ITNW 1313 | Computer Virtualiztion | 3 | Foundations of Cybersecurity | No | No | |
| Computer Science | ITNW 1325 | Fundamentals of Networking Technologies | 3 | Networking | No | No | |
| Computer Science | ITNW 1336 | Cloud Development & Infrastructure | 3 | Comp Science III or Independent Study | No | No | |
| Computer Science | ITNW 1358 | Network + | 3 | Networking | No | No | |
| Computer Science | ITSC 1305 | Introduction to PC Operating Systems | 3 | Computer Programming I | No | No | |
| Computer Science | ITSC 1325 | Personal Computer Hardware | 3 | Computer Maintenance | No | No | |
| Computer Science | ITSE 1311 | Beginning Web Programming | 3 | Web Technologies | No | No | |
| Computer Science | ITSW 1304 | Introduction to Spreadsheets | 3 | Business Information Management II | No | No | |
| Computer Science | ITSY 1300 | Fundamentals of Information Security | 3 | Computer Science I or II | No | No | |
| Computer Science | ITSY 1342 | Information Technology Security | 3 | Computer Science I or II | No | No | |
| Computer Science | ITSY 2301 | Firewalls & Network Security | 3 | Digital Forensics | No | No | |
| Computer Science | ITSY 2330 | Intrusion Detection | 3 | Cybersecurity Capstone | No | No | |
| Computer Science | ITSY 2342 | Incident Response & Handling | 3 | Practicum in Information Tech | No | No | |
| Computer Science | ITWE 1311 | Beginning Web Programs | 3 | Web Technology | No | No | |
| Computer Science | POFT 1313 | Professional Workforce Preparation | 3 | Career Preparation I | No | No | |
| Cosmetology | CSME 1354 | Artistry of Hair Design 1 | 3 | Intro to Cosmetology 1 | No | No | |
| Cosmetology | CSME 1355 | Artistry of Hair II | 3 | Cosmetology II | No | No | CSME 1355 recommended |
| Cosmetology | CSME 1310 | Introduction to Haircutting and related Theory | 3 | Intro to Cosmetology 1 | No | No | |
| Cosmetology | CSME 1348 | Principles of Skin Care | 3 | Cosmetology Facial Specialist | No | No | |
| Cosmetology | CSME 1354 | Artistry of Hair I | 3 | Cosmetology I | No | No | |
| Cosmetology | CSME 1374 | Principles of Nail and Skin Care | 3 | Nail Care, Enhancements and Spa Services or Cosmetology 2 | No | No | |
| Cosmetology | CSME 1421 | Principles of Facial/Skin Care Tech I | 4 | Cosmetology Facial Specialist | No | No | |
| Cosmetology | CSME 1430 | Orientation to Nail Technology | 4 | Nail Care Enhancements and Spa Services | No | No | |
| Cosmetology | CSME 1431 | Principles of Nail Technology I | 4 | Nail Care Enhancements and Spa Services | No | No | |
| Cosmetology | CSME 1441 | Principles of Nail Technology II | 4 | Nail Care Enhancements and Spa Services | No | No | CSME 1431 recommended |
| Cosmetology | CSME 1443 | Manicuring and Related Theory | 4 | Nail Care Enhancements and Spa Services | No | No | |
| Cosmetology | CSME 1445 | Principles of Facial/Skin Care Tech II | 4 | Cosmetology Facial Specialist | No | No | CSME 1421 recommended |
| Cosmetology | CSME 1447 | Principles of Skincare/Facials and Related Theory | 4 | Cosmetology II | No | No | |
| Cosmetology | CSME 1453 | Chemical Reformation and Related Theory | 4 | Principles of Cosmetology Design and color theory or Cosmetology 1 | No | No | |
| Cosmetology | CSME 1505 | Fundamentals of Cosmetology | 5 | Intro to Cosmetology 1 | No | No | |
| Cosmetology | CSME 1547 | Principles of Skin Care/ Facials and theory | 5 | Cosmetology Facial Specialist | No | No | |
| Cosmetology | CSME 2401 | Principles of Hair Coloring and Related Theory | 4 | Principles of Cosmetology Design and color theory or Cosmetology 2 | No | No | |
| Cosmetology | CSME 2431 | Principles of Facials/Skin Care Tech II | 4 | Cosmetology Facial Specialist | No | No | CSME 1421 and 1445 recommended |
| Cosmetology | CSME 2441 | License Prep | 5 | Cosmetology II | No | No | |
| Criminal Justice | CJCR 1307 | Correctional Systems and Practices | 3 | Court Systems and Practices | No | No | |
| Criminal Justice | CJCR 2324 | Community Resources in Corrections | 3 | Correctional Services | No | No | |
| Criminal Justice | CJSA 1312 | Crime in America | 3 | Principles of Law, Public Safety, Corrections, and Security | No | No | |
| Criminal Justice | CJSA 1313 | Court System and Practices | 3 | Court Systems and Practices | No | No | |
| Criminal Justice | CJSA 1317 | Juvenile Justice System | 3 | Correctional Services | No | No | |
| Criminal Justice | CJSA 1322 | Intro to Criminal Justice | 3 | Principles of Law, Public Safety, Corrections, and Security | No | No | |
| Criminal Justice | CJSA 1327 | Fundamentals of Criminal Law | 3 | Court Systems and Practices | No | No | |
| Criminal Justice | CJSA 1342 | Criminal Investigation | 3 | Forensic Science or Criminal Ivestigation | No | No | |

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Criminal Justice | CJSA 1348 | Ethics in Criminal Justice | 3 | Public Service Elective | No | No | |
| Criminal Justice | CRIJ 1301 | Intro to Criminal Justice | 3 | Principles of Law, Public Safety, Corrections, and Security | No | No | |
| Criminal Justice | CRIJ 1306 | Court System and Practices | 3 | Court Systems and Practices | No | No | |
| Criminal Justice | CRIJ 1307 | Crime in America | 3 | Principles of Law, Public Safety, Corrections, and Security | No | No | |
| Criminal Justice | CRIJ 1310 | Fundamentals of Criminal Law | 3 | Court Systems and Practices | No | No | |
| Criminal Justice | CRIJ 1313 | Juvenile Justice System | 3 | Correctional Services | No | No | |
| Criminal Justice | CRIJ 2313 | Correctional Systems and Practices | 3 | Correctional Services | No | No | |
| Criminal Justice | CRIJ 2314 | Criminal Investigation | 3 | Forensic Science or Criminal Ivestigation | No | No | |
| Criminal Justice | CRIJ 2323 | Legal Aspects | 3 | Law Enforcement I | No | No | |
| Criminal Justice | CRIJ 2328 | Police Systems and Practices | 3 | Law Enforcement I | No | No | |
| Drafting & Design | DFTG 1305 | Technical Drafting | 3 | Intro to Computer Aided Design and Drafting | No | No | |
| Drafting & Design | DFTG 1309 | Basic Computer Aided | 3 | Intro to Computer Aided Design and Drafting | No | No | |
| Drafting & Design | DFTG 1310 | Specialized Basic Computer Aided Drafting (CAD) | 3 | Intro to Computer Aided Design and Drafting | No | No | |
| Drafting & Design | DFTG 1317 | Architectural Drafting Residential | 3 | Computer Aided Drafting for Architecture | No | No | |
| Drafting & Design | DFTG 1345 | Parametric Modeling and Design | 3 | Intermediate Computer Aided Design and Drafting | No | No | |
| Drafting & Design | DFTG 1358 | Electronic Drafting | 3 | Intermediate Computer Aided Design and Drafting | No | No | |
| Drafting & Design | DFTG 1409 | Basic Computer Aid Drafting | 4 | Intermediate Computer Aided Design and Drafting | No | No | |
| Drafting & Design | DFTG 2321 | Topographical Drafting | 3 | Topographical Drafting | No | No | |
| Drafting & Design | DFTG 2323 | Pipe Drafting | 3 | Intermediate Computer Aided Design and Drafting | No | No | |
| Drafting & Design | DFTG 2328 | Architectural Drafting Commercial | 3 | Computer Aided Drafting for Architecture | No | No | |
| Drafting & Design | DFTG 2340 | Slid Modeling/Design (80 contact hours) | 3 | Project Based Research | No | No | |
| Drafting & Design | INMT 1343 | Computer Aided Design/Computer Aided Manufactoring | 3 | Architectural Design II or Comp. Aided Design/Comp. Aided Mfg. | No | No | DFTG 1457 and MCHN 2344 |
| Drafting & Design | MCHN 1320 | Precision Tools and Measurement | 3 | Principles of Manufacturing | No | No | |
| Drafting & Design | MCHN 1326 | Intro to Computer Aided Manufacturing | 3 | Practicum in Manufacturing (first time taken) | No | No | |
| Drafting & Design | MCHN 1338 | Basic Machine Shop I | 3 | Precision Metal Manufacturing I | No | No | MCHN 1320 |
| Drafting & Design | MCHN 2335 | Advanced CNC Machining | 3 | Manufacturing Engineering Technology II | No | No | MCHN 2344 and INMT 1343 |
| Drafting & Design | MCHN 2341 | Advanced Machining | 3 | Precision Metal Manufacturing II | No | No | MCHN 1338 |
| Drafting & Design | MCHN 2344 | Computerized Numerical Control Programming | 3 | Manufacturing Engineering Technology I | No | No | |
| Education | CDEC 1313 | Curriculum Resources for Early Childhood | 3 | Child Guidance | No | No | |
| Education | CDEC 1319 | Child Guidance | 3 | Child Guidance | No | No | |
| Education | CDEC 1356 | Emergent Lit for Early Childhood | 3 | Practicum in Education and Training or elective | No | No | |
| Education | CDEC 1358 | Creative Arts for Early Childhood | 3 | Instructional Practices | No | No | |
| Education | CDEC 1359 | Children with Speical Needs | 3 | CDA Foundations | No | No | |
| Education | CDEC 2315 | Diverse Cultural/Multilingual Education | 3 | Family and Community Services or Principles of Human Services | No | No | |
| Education | CDEC 2368 | Practicum, Child Care Provider/Assistant | 3 | Practicum in Early Learning or Project Based Research | No | No | |
| Education | CDEC 2441 | The School Age Child | 4 | Principles of Education and Training | No | No | |
| Education | EDUC 2301 | Practicum in Education and Training | 3 | Practicum in Education and Training | No | No | |
| Education | TECA 1303 | Family, School, and Community | 3 | Family and Community Services or Principles of Human Services | No | No | |
| Education | TECA 1311 | Educating Young Children | 3 | Principles of Education and Training | No | No | |
| Education | TECA 1318 | Wellness of the Yound Child | 3 | Lifetime Nutrition and Wellness | No | No | |
| Education | TECA 1354 | Child Growth and Development | 3 | Child Development and Lab | No | No | |
| Health Science | ECRD 1111/1211 | Electrocardiograph | 1 or 2 | Principles of Diagnostic Healthcare | No | No | |
| Health Science | EMSP 1160 | EMT Basic Clinical | 1 | Emergency Medical Technician - Basic | No | No | |
| Health Science | EMSP 1501 | Emergency Medical Technician | 5 | Emergency Medical Technician - Basic | No | No | |
| Health Science | HITT 1249 | Pharmacology | 2 | Pharmacology | No | No | |
| Health Science | HPRS 1105 | Essentials of Medical Law/Ethics for Health Professionals | 1 | Principles of Health Science or Health Science Theory | No | No | |
| Health Science | HPRS 1106 | Essential Med Term | 1 | Medical Terminology | No | No | |
| Health Science | MDCA 1160 | Clinical Medical/Clinical Asst. | 1 | Health Science Clinical | No | No | NURA 1307 |
| Health Science | MDCA 1210 | Medical Assistant Communication Skills | 2 | SPCH 1315 or Practicum in Health Science | No | No | |
| Health Science | MDCA 1254 | Medical Assisting Credential Exam Review | 2 | Practicum in Health Science | No | No | |
| Health Science | MDCA 1313 | Medical Terminology | 3 | Medical Terminology | No | No | |
| Health Science | MDCA 1317 | Procedures in a Clinical Setting | 3 | Health Science Clinical | No | No | |
| Health Science | MDCA 1321 | Admin Procedures | 3 | Health Science Clinical | No | No | |
| Health Science | MDCA 1348 | Pharmacology & Administration of Medications | 3 | Practicum in Health Science | No | No | |
| Health Science | MDCA 1452 | Medical Assistant Laboratory Procedures | 4 | Practicum in Health Science | No | No | |
| Health Science | MRMT 1307 | Medical Transcription I | 3 | Elective | No | No | |
| Health Science | NUPC 1164 | Practicum Patient Care Assistant/Aide | 1 | Principles of Nursing Science | No | No | |
| Health Science | NUPC 1320 | Patient Care Tech | 3 | Principles of Nursing Science | No | No | |
| Health Science | NURA 1160 | Nurse Aide Clinical | 1 | Practicum in Health Science or Health Science Theory | | | |
| Health Science | NURA 1260 | Nurse Aid Clinical | 2 | Practicum in Health Science or Health Science Theory | No | No | |

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Health Science | NURA 1307 | Body Systems | 3 | Anatomy & Physiology | No | No | |
| Health Science | NURA 1401 | Nurse Aide for Health Care | 4 | Cerified Nurse Assistant | No | No | |
| Health Science | PHRA 1201 | Introduction to Pharmacy | 2 | Introduction to Pharmacy | No | No | |
| Health Science | PHRA 1202 | Pharmacy Law | 2 | Pharmacy Law | No | No | |
| Health Science | PHRA 1205 | Drug Classification | 2 | Drug Classification | No | No | |
| Health Science | PHRA 1243 | Pharmacy Tech Certification Review | 2 | Pharmacy Tech Certification Review | No | No | |
| Health Science | PHRA 1309 | Pharmaceutical Mathematics I | 3 | Pharmaceutical Mathematics | No | No | |
| Health Science | PHRA 1313 | Community Pharmacy Practice | 3 | Community Pharmacy Practice | No | No | |
| Health Science | PHRA 1345 | Compounding Sterile Preparations | 3 | Compounding Sterile Preparations | No | No | |
| Health Science | PHRA 1349 | Institutional Pharmacy Practice | 3 | Institutional Pharmacy Practice | No | No | |
| Health Science | PHRA 1360 | Clinical Pharm Tech/Assist | 3 | Clinical Pharm Tech/Assist | No | No | |
| Health Science | PHRA 1441 | Pharmacy Drug Therapy & Treatment | 4 | Pharmacy Drug Therapy & Treatment | No | No | |
| Health Science | PLAB 1171 | Phlebotomy Lab | 1 | Practicum in Health Science | No | No | |
| Health Science | PLAB 1323 | Phlebotomy | 3 | Practicum in Health Science | No | No | |
| Health Science | POFM 1300 | Basic Medical Code | 3 | Elective | No | No | |
| Health Science | POFM 1327 | Medical Insurance | 3 | Elective | No | No | |
| Kinesiology | KINE 1115 | Bowling | 1 | Cannot be used for PE Credit - HS Decision/Health | No | No | |
| Kinesiology | KINE 1301 | Foundations of Kinesiology | 3 | Cannot be used for PE Credit - HS Decision/Health | No | No | |
| Kinesiology | KINE 1304 | Personal/Community Health | 3 | Cannot be used for PE Credit - HS Decision/Health | No | No | |
| Kinesiology | KINE 1306 | First Aid | 3 | Cannot be used for PE Credit - HS Decision/Health | No | No | |
| Kinesiology | KINE 1308 | Sports Officiating | 3 | Cannot be used for PE Credit - HS Decision/Health | No | No | |
| Kinesiology | KINE 1321 | Coaching/Sports/Athletics | 3 | Cannot be used for PE Credit - HS Decision/Health | No | No | |
| Kinesiology | KINE 1338 | Concepts of Physical Fitness | 3 | Cannot be used for PE Credit - HS Decision/Health | No | No | |
| Kinesiology | KINE 1346 | Drug Use & Abuse | 3 | Health or Advanced Health | No | No | |
| Robotics | ELMT 1305 | Basic Fluid Power | 3 | Engineering or Basic Fluid Power | No | No | |
| Robotics | ELMT 2339 | Advanced Programmable Logic Controllers | 3 | Digital Electronics or STEM practicum | No | No | |
| Robotics | ELPT 1311 | Basic Electrical Theory | 3 | AC/DC or Contruction Tech I | No | No | |
| Robotics | ELPT 1341 | Motor Control | 3 | Solid State Electronics or Construction II | No | No | |
| Robotics | ELPT 1345 | Commercial Wiring | 3 | Electrical Technology I | No | No | |
| Robotics | ELPT 1357 | Industrial Wiring | 3 | Electrical TechnologyI | No | No | |
| Robotics | ELPT 2305 | Motors & Transformers | 3 | Electrical TechnologyI | No | No | |
| Robotics | RBTC 1241 | Vision Systems | 2 | Robotics II | No | No | |
| Robotics | RBTC 1243 | Robotics | 2 | Robotics II | No | No | |
| Robotics | RBTC 2239 | Robot Programming & Diagnostics | 2 | Robotics I | No | No | |
| Welding | WLDG 1202 | Fundamentals of Gas Metal Arc Welding | 2 | Welding I | No | No | WLDG 1323 |
| Welding | WLDG 1206 | Fundamentals of Gas Tungsten Arc Welding | 2 | Welding II | No | No | WLDG 1323 |
| Welding | WLDG 1317 | Introduction to Layout & Fabrication | 3 | Principles or Intro to Welding or Welding 1 | No | No | WLDG 1323 |
| Welding | WLDG 1323 | Welding Safety, Tools, & Equipment | 3 | Principles or Intro to Welding or Welding 1 | No | No | |
| Welding | WLDG 1353 | Intermediate Layout & Fabrication | 3 | Metal Fabrication & maching II | No | No | WLDG 1323; 1317 recommended |
| Welding | WLDG 1407 | Introduction to Welding Using Multiple Processes | 4 | Intro to Welding or Welding I | No | No | WLDG 1323 |
| Welding | WLDG 1428 | Introduction to Shielded Metal Arc Welding | 4 | Welding II | No | No | WLDG 1323 |
| Welding | WLDG 1430 | Introduction to Gas Metal Arc Welding | 4 | Welding I | No | No | WLDG 1323 |
| Welding | WLDG 1435 | Pipe Welding | 4 | Welding II | No | No | WLDG 1323 |
| Welding | WLDG 1457/1557 | Intermediate Shielded Metal Arc Welding | 4 or 5 | Welding II | No | No | WLDG 1323; 1428 recommended |
| Welding | WLDG 1521 | Intro to Welding Fundamentals | 5 | Welding 2 | No | No | WLDG 1323 |
| Welding | WLDG 1530 | Gas Metal Arc Welding | 5 | Welding II | No | No | WLDG 1323 |
| Welding | WLDG 2443/2543 | Adv. Shielded Metal Arc Welding | 4 or 5 | Welding 1 | No | No | WLDG 1323; 1428 &1457 recommended |