

DUAL CREDIT AGREEMENT BETWEEN
UNIVERSITY OF KENTUCKY
AND
SCOTT COUNTY BOARD OF EDUCATION

In an effort to provide a seamless path of education for high school students seeking the academic rigor of a Research I institution, the University of Kentucky (UK) and the Scott County Public School (SCPS) district have agreed to cooperate in an initiative for secondary students to receive dual credit in both the high school and UK curriculum requirements.

This Agreement specifies the roles and responsibilities of UK and SCPS (collectively, the Parties) in the dual credit partnership for the purpose of implementing the Kentucky Dual Credit Scholarship Program, a new program established by the Kentucky Governor's Executive Order 2016-378. The courses offered in this program will be in accordance with the current UK Senate Rules.

The Program will include high school students screened by SCPS for eligibility, and SCPS teachers hired at UK as volunteer adjunct faculty in the appropriate academic departments offering the dual credit courses. For the purposes of this Agreement, dual credit is defined as a college-level course of student offered to high school students, and the enrolled student earns high school credit and college credit simultaneously. This definition is consistent with Kentucky Revised Statute 164.002 and the University Faculty Senate Rules 3.2.0 and 4.3.1.3.4.

As dictated by the Governor's Executive Order, this Program includes only those courses that are transferrable for general education certification in Kentucky. SCPS and UK agree that for the purposes of this Program, UK is only offering four UK courses:

- MA 109 – College Algebra - 3 credits offered by the College of Arts & Sciences (A&S) department of Mathematics
- MA 111 – Introduction to Contemporary Mathematics - 3 credits offered by A&S department of Mathematics
- WRD 110 – Composition and Communication 1 – 3 credits offered by A&S department of Writing, Rhetoric, and Digital Studies
- WRD 111 – Composition and Communication 2 – 3 credits offered by A&S department of Writing, Rhetoric, and Digital Studies

UK Responsibilities:

1. UK faculty of each hiring department will train the high school teachers to teach the curricula for all academic dual credit courses in this Program. This training will occur in advance of the academic term in which instruction occurs, and supervisory oversight and/or mentoring by appointed UK faculty will occur throughout the academic term as defined by UK's academic

calendar. Each UK department chair will appoint the selected high school teachers as volunteer faculty adjuncts for each academic term and (upon signature of the UK Statement of Responsibility) provide access to the MyUK portal for uploading course grades.

2. UK's Office of Enrollment Management will designate a single point of contact to manage the admission, registration and grading process.

- a. Students who participate in this Program will not be assessed any fees, tuition or other costs associated with the course.
- b. UK's Enrollment Management staff will be responsible for informing the schools' staff and teachers of the current requirements, costs and fees associated with enrollment at UK as a participant in the dual credit initiative.
- c. The schools' staff will be responsible for gathering all the information needed for the UK short application form from the students who choose to participate in the dual credit initiative and will adhere to due dates and guidelines, as outlined in the UK Bulletin. (See special UK application form in Appendix A.)
- d. UK's Enrollment Management staff (in collaboration with the appropriate UK department and college staff) will be responsible for enrolling the students in the dual credit course section at UK.
- e. ACT equivalents or UK Placement Tests may be used for certain courses at UK. The professional advising staff (in the A&S departments associated with this Program) will be responsible for working with the UK department and college staff to assure appropriate placement and/or supplemental instruction, if required, for each student.
- f. UK's Enrollment Management staff will work with SCPS, and KHEAA when necessary, to identify and report on each student who chooses to participate in the dual credit initiative to establish deadlines, to bill for payment, and to communicate tuition rates and refund policies.
- g. SCPS staff will use Infinite Campus in accordance with KDE Course Data Standards (<http://education.ky.gov/districts/tech/sis/pages/ksis-data-standards.aspx>) to identify the dual credit courses and allow for KHEAA to create the report for statewide accounting purposes.
- h. The schools' staff will be responsible for obtaining parental permission for release of all grades in the dual credit class, if necessary, to from SCPS to UK.

3. UK faculty will train the high school instructors on the information about the course being taught, including how to provide the student with information about the course he/she is enrolling in and the benefits and risks of enrolling in such courses. UK faculty will be available for questions

from the SCPS staff who function as the students' advisors who are responsible for maintaining contact with the students; informing the student of significant dates (i.e., add/drop dates, first and last day of class dates); grading policies; and monitoring student progress. Academic alerts will be handled within the SCPS system, and at midterm and at the end of each semester, the instructors will submit the students' grades via the MyUK portal.

4. The UK department is responsible for periodic assessment of student artifacts to ensure comparable learning with traditional UK courses.

SCPS Responsibilities:

5. Staff from the high schools in conjunction with UK's Office of Enrollment Management will be responsible for enrolling the students in dual credit classes.

6. SCPS will be responsible for purchasing required course materials for the purposes of this Program. SCPS will be responsible for providing access to any library or other support resources necessary for student success as outlined by SACSCOC guidelines.

7. SCPS will approve the release of Fifty-two (\$52) per credit hour for all students who complete the UK course successfully. Successful completion of the UK course is defined as earning a passing letter grade (i.e., not including E, U, I or W)

Student Responsibilities:

8. High school students choosing to earn UK credit through this dual credit initiative must meet UK's standards for acceptance as a non-degree-seeking student each semester. Students participating in the Program who wish to matriculate to UK as degree-seeking freshmen should apply to UK during their senior year, prior to the December 1 deadline. Grades earned at UK for dual credit courses will be a part of the student's permanent academic record at UK and therefore will count in the student's overall cumulative UK GPA. Upon enrollment at UK as a degree-seeking student - or at any university that accepts college credit successfully achieved at UK, students participating in this dual credit initiative will have the option of completing his/her college program in less time.

9. High school students who are eligible to earn the UK course credit will have UK course titles posted to their UK transcript regardless of the title of their high school course.

- a. An official UK syllabus will be prepared for each dual credit course. One copy will be submitted to the UK department and individual copies will be given to students who enroll in the UK course.
- b. Admission to UK is required before a student may enroll in a UK class and is contingent upon permission from SCPS (in collaboration with UK regarding the student's eligibility). However, enrollment in the specific UK course is determined (ultimately)

by the high school teacher who is teaching that course (the UK adjunct instructor), with the consent of the school's guidance counselor and principal.

10. High school students enrolled in the UK course will receive a grade using the UK grading scale and it should be similar to the grade that is earned in the student's high school dual credit course. Students participating in the UK dual credit program must receive credit at both institutions. Students may not audit the class but must be fully enrolled and follow the UK academic calendar.

11. Students enrolled in dual credit courses will complete an evaluation for each course taken as a dual credit course. Evaluation forms (whether on paper or in electronic format) will be handled in a private and secure manner as required by UK Senate Rules. Results will be submitted as soon as coursework is completed.

12. Students enrolled in dual credit courses will adhere to the regular UK Academic Calendar. Should any one of the schools be closed for weather related occurrences, all UK coursework must be made up in a manner approved by the instructor. UK holidays will be observed by UK employees.

The success of the pilot program will be determined jointly by UK and SCPS faculty and staff, including quantitative data (such as ACT sub-scores, withdrawal or failure rates) as well as qualitative data (such as post-attrition survey responses, faculty (SCPS) to faculty (UK) interactions, surveys from the faculty development experiences, and/or Teacher Course Evaluation responses).

Although the parties have attempted to address the issues needed for a successful initiative, both Parties acknowledge that this is a new undertaking and agree to reasonably cooperate to resolve unaddressed issues.

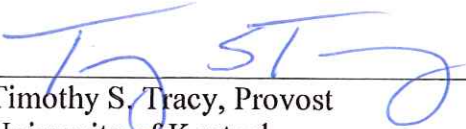
This Agreement shall remain in effect until one or both parties decide to terminate the agreement or until June 30, 2020, whichever comes first. The letter of intent showing the list of dual credit courses must be reviewed prior to the beginning of the UK semester to ensure that current course offerings have been cross-referenced with the course expectations, skills and competencies to the satisfaction of both parties agreeing to this document.



Kevin F. Hub, Superintendent
Scott County Public Schools



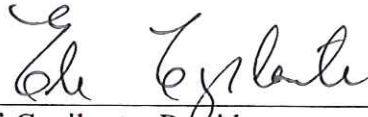
Date



Timothy S. Tracy, Provost
University of Kentucky

3-29-2017

Date



Eli Capilouto, President
University of Kentucky

4-3-17

Date



High School Student – Non-Degree undergraduate application for admission

continued

10. CURRENT MAILING ADDRESS, PERMANENT MAILING ADDRESS AND CONTACT INFORMATION										
Current Address	City	State	Zip	County (Use U.S. Address)	Permanent Address	City	State	Zip	County (Use U.S. Address)	
Current Telephone	Permanent Telephone		Work Telephone		Cell Phone		E-mail Address			
Emergency Contact (Last Name, First Name)		Street Address		City	State	Zip				
Relationship		<input type="checkbox"/> Father <input type="checkbox"/> Mother		<input type="checkbox"/> Guardian <input type="checkbox"/> Spouse		<input type="checkbox"/> Other		Phone _____		E-mail _____
11. COLLEGE AND MAJOR			12. TERM <i>(Select beginning term only)</i>			13. RESIDENCY <i>(Enter % in Appropriate Box)</i> <i>You must complete all four questions.</i>				
AS	NDAS	NCOEG		<input type="checkbox"/> Summer I (May)			How you lived in Kentucky for the last 12 months?			
UK College			Major		Degree Code		<input type="checkbox"/> Summer II (June-July)			<input type="checkbox"/> Yes <input type="checkbox"/> No
High School Student – Non-Degree			<input type="checkbox"/> Fall (August-December)		<input type="checkbox"/> Spring (January-May)			How you received financial support from an individual outside of Kentucky during the last 12 months?		
			Year _____			<input type="checkbox"/> Yes <input type="checkbox"/> No				
						Are you a resident of Kentucky?				
						<input type="checkbox"/> Yes <input type="checkbox"/> No				
						Does either parent (or legal guardian) live in Kentucky?				
						<input type="checkbox"/> Yes <input type="checkbox"/> No				
14. DOCUMENTATION										
<i>As a high school student applying for non-degree seeking admission, you MUST supply an official high school transcript, ACT or SAT I scores sent directly from the testing agency, and have your guidance counselor and parent/guardian sign this application.</i>										
<ul style="list-style-type: none"> • Official high school transcript • Official ACT or SAT I scores (to be submitted directly from testing agency) 										
_____					_____					
Signature, High School Guidance Counselor					Signature, Parent or Guardian					
High School: _____										

SEND COMPLETED APPLICATION AND OTHER DOCUMENTATION (see Box 14) TO:

Office of Undergraduate Admission and University Registrar
University of Kentucky
100 W.D. Funkhouser Bldg.
Lexington, Kentucky 40506-0054

EQUAL OPPORTUNITY

The University of Kentucky is committed to a policy of providing educational opportunities to all qualified students regardless of economic or social status and will not discriminate on the basis of race, color, ethnic origin, national origin, creed, religion, political belief, sex, sexual orientation, marital status, age, veteran status, or physical or mental disability. Compliance with the Title IX of the Educational Amendments of 1972, which prohibits sex discrimination, and with Title VI of the Civil Rights Act of 1964 is coordinated by the Equal Opportunity Office, Main Bldg., University of Kentucky, Lexington, KY 40506-0032, (859) 257-8927.