Texas A&M University-Corpus Christi &
Independent School District
Partnership Agreement for
Dual Credit

This Agreement will serve as the instructional partnership between Texas A&M University-Corpus Christi and the Independent School District and shall be approved by the governing boards or designated authorities of these above mentioned entities.

For the Independent School District and Texas A&M University-Corpus Christi, a degree-granting institution, the following elements are agreed to as outlined in the State of Texas Higher Education Coordinating Board’s Regulations CHAPTER 9, SUBCHAPTER D. Dual Credit Partnerships Between Secondary Schools and Texas Public Colleges. Partnerships between the Independent School District secondary schools and Texas A&M University-Corpus Christi (A&M-CC) are agreed to:

Elements of the Partnership Agreement:

1) Eligible Courses
2) Student Eligibility
3) Location of Class
4) Student Composition of Class
5) Faculty Selection, Supervision and Evaluation
6) Course Curriculum, Instruction and Grading
7) Academic Policies and Student Support Services
8) Transcripting of Credit
9) Funding

A. Eligible Courses:

1) Courses offered for dual credit by Texas A&M University-Corpus Christi will be in the approved undergraduate course inventory of the university.
2) Remedial or developmental courses may not be offered.
B. Student Eligibility:

1) Dual credit students must have at least junior year high school standing.
2) Dual credit students must meet the regular admission standards of A&M-CC.
3) Dual credit students may not register for more than two dual credit courses per semester.
4) Dual credit students are limited to a maximum of two college courses a fall/spring semester. Enrollment in the summer dual-credit program will be limited to one course a semester.
5) Dual-credit students must meet the procedures of college admissions and the high school application if course prerequisites so state.

C. Location of Class:

1) All classes will be held on the campus of A&M-CC.
2) District students will be responsible for transportation to and from A&M-CC for courses taken on that campus.

D. Student Composition of Class:

1) Dual credit courses will be composed of dual credit students only or of dual and college credit students.

E. Faculty Selection, Supervision and Evaluation:

1) A&M-CC shall select the instructors of dual credit courses.
2) Dual credit course instructors shall be regularly employed faculty members or will meet the same standards (including minimal requirements of the Southern Association of Colleges and Schools) and approval procedures used by the university to select faculty responsible for teaching the same courses at the main campus of the university.
3) Dual credit instructors shall be supervised and evaluated using the same or comparable procedures used for faculty at the main campus of A&M-CC.

F. Course Curriculum, Instruction and Grading:

1) A&M-CC shall ensure that a dual credit course and a corresponding college credit-only course are equivalent with respect to the curriculum, materials, instruction, and
2) The partnering secondary school will review relevant dual credit course material in order to ensure that the course meets Texas Essential Knowledge and Skills standards.

3) Grading criteria will be the same as that used for regular college courses.

4) Dual credit course instructors will provide written grade reports to secondary schools upon request, but no more than once every 6 weeks.

5) Students are responsible for the purchase of textbooks and other necessities for dual-credit courses taught by college faculty, both in terms of distributed and classroom learning.

6) A&M-CC is responsible for providing mid-term and end-of-semester numeric grades electronically to the district for all students receiving dual credit instruction from the A&M-CC faculty.

7) A&M-CC will award college credit as appropriate to students successfully completing dual-credit courses.

G. Academic Policies and Student Support Services:

1) The regular academic policies of A&M-CC, including the appeal process for disputed grades, drop policy, communication of grading policy to students, distribution of syllabus, etc. will also apply to dual credit students.

2) Students in dual credit courses will be eligible to utilize the same or similar support services that are afforded to regular students, including the library and the Tutoring and Learning Center.

3) District dual credit students seeking disability related academic adjustments must contact the A&M-CC Disability Services Office as soon as possible to discuss documentation guidelines, services and accommodations, and established program procedures. Dual credit students should self-disclose their disability to the A&M-CC Disability Services Office in order to determine eligibility for academic Adjustments. A&M-CC is not required to identify students as having a disability nor is it required to assess or diagnose a disability.

4) Although dual credit students may have a documented Individualized Education Program (IEP), section 504 plan, Admission Review and Dismissal (ARD), or Summary of Performance (SOP), any or all may not be sufficient in meeting the documentation guidelines established at A&M-CC. A&M-CC Disability Services utilizes guidelines and best practices established by the Association of Higher Education and Disability in determining reasonable academic adjustments and auxiliary services.

5) District dual credit students registered with A&M-CC Disability Services may be eligible for academic accommodations and auxiliary services including but not limited to; exam accommodations, sign
language interpreters, note-taking, and access to alternate format (i.e. e-text, Braille). A&M-CC is not required to make modifications that would fundamentally alter the nature of the course, service, program or activity. Services of a personal nature such as personal care attendants, personal readers, tutors or typing is not provided by A&M-CC Disability Services.

6) The district will obtain consent from parents to provide a copy of current documentation (medical, psychological, and/or psycho-educational assessment reports) of a student with a disability to identify the disability to A&M-CC staff.

7) The district will provide personal care attendants when needed at the A&M-CC campus.

Transcripting of Credit:

1) Transcripting of both high school and college credit, as applicable will occur immediately upon a student’s completion of the performance required in the course.

H. Funding:

1) The cost to the student for tuition for a 3 hour dual credit course will be $249.
2) The majority of fees will be waived with the exception of parking permits, student ID fees and the library fee.
3) The applicable state funding for dual credit courses will be available to both the public secondary schools and A&M-CC based on the current funding rules of the State Board of Education and the Board.

Upon approval by the respective governing boards or the designees of both partners, this Agreement shall remain in effect until amended or terminated, with 60 days written notice by either party to the other.