

INSTRUCTIONAL AGREEMENT

BETWEEN

TARRANT COUNTY COLLEGE DISTRICT

AND

KELLER INDEPENDENT SCHOOL DISTRICT

DUAL CREDIT PROGRAM

STATE OF TEXAS

This Agreement (herein so called), made and entered into on June 2, 2018, by and between the Tarrant County College District, a Texas political subdivision of higher education, (referred to herein as "COLLEGE DISTRICT") and Keller Independent School District, a Texas independent school district (referred to herein as "SCHOOL DISTRICT") evidences the following:

This Agreement shall be in effect for a period of three (3) years beginning on June 2, 2018, and ending on June 1, 2021. Sixty days before the end of the term, SCHOOL DISTRICT may renew this Agreement for a subsequent three-(3) year term upon approval of the COLLEGE DISTRICT (SCHOOL DISTRICT and COLLEGE DISTRICT are sometimes referred to herein as "Party" or collectively as "Parties").

PURPOSE

The purpose of this Agreement is to provide students the opportunity to earn both college and high school credit while enrolled in high school (public, private, charter, or home school). The COLLEGE DISTRICT and SCHOOL DISTRICT will approve students meeting program requirements to enroll in courses referenced in this Agreement. Course credit will be awarded through the SCHOOL DISTRICT for high school academic requirements and the COLLEGE DISTRICT for semester credit hours leading to a post-secondary degree or certificate.

ELIGIBLE COURSES

COLLEGE DISTRICT shall establish and conduct courses which are incorporated into this Agreement by reference as Attachment A.

LOCATION OF CLASS

The COLLEGE DISTRICT may offer dual credit courses on South Campus, Northeast Campus, Northwest Campus, Southeast Campus, Trinity River Campus, or at an approved SCHOOL DISTRICT campus or other location. Regardless of location, all courses offered will meet the standards of equivalent courses taught at the COLLEGE DISTRICT, and any class that has been approved as dual credit through this Agreement shall be considered a dual credit class even if held at a SCHOOL DISTRICT'S campus.

Dual credit courses taught electronically must adhere to the Texas Higher Education Principles of Good Practice for Courses Offered Electronically and the COLLEGE DISTRICT'S standards for distance learning courses.

PROGRAM DETAILS

- (1). The COLLEGE DISTRICT and SCHOOL DISTRICT will adhere to all Rules and Guidelines delineated in the Tarrant County College Dual Credit Guidelines found in Attachment B of this Agreement.
- (2). Program guidelines align with the Texas Administrative Code Chapter 4, Subchapter D. If the Texas Higher Education Coordinating Board (THECB) adopts new guidelines during the term of this Agreement, the new guidelines shall prevail.
- (3). Students meeting program requirements and seeking enrollment for coursework enumerated in Attachment A, must submit the following college admission documents:
 - a.) Admissions Application
 - b.) High School Early Enrollment Form
 - c.) Family Educational Rights and Privacy Act Waiver (optional)
 - d.) Meningitis Vaccination Record (if taking courses at a TCC campus)
 - e.) Residency Questionnaire (if undocumented status)
 - f.) LUNDC Waiver (if undocumented status)
- (4). A high school student will not be allowed to take a college level course if the student does not meet the published passing criteria of the COLLEGE DISTRICT'S placement exam or qualifies for an exemption/waiver as specified by the COLLEGE DISTRICT policy.
- (5). All courses referenced in this Agreement must be taught using the COLLEGE DISTRICT'S Syllabus.
- (6). The COLLEGE DISTRICT and SCHOOL DISTRICT agree to a minimum of 15 students per class.
- (7). Students will be allowed to attend classes at another COLLEGE DISTRICT campus when a specific course(s) or program(s) is not available at a campus within the students' service area.
- (8). Student misconduct on COLLEGE DISTRICT campuses will be addressed in accordance with the COLLEGE DISTRICT'S Student Code of Conduct. The COLLEGE DISTRICT shall report disciplinary problems to the SCHOOL DISTRICT. In addition, COLLEGE DISTRICT administration may refuse to admit students with disciplinary problems.
- (9). The SCHOOL DISTRICT will determine the academic eligibility of students to participate in the program.
- (10.) These requirements may be modified if the COLLEGE DISTRICT'S requirements are changed. SCHOOL DISTRICT will be notified of any changes by the date designated on the COLLEGE DISTRICT'S master calendar.

COURSE CURRICULUM, INSTRUCTION AND GRADING

Course content and scheduled contact hours will adhere to standards of the Texas Higher Education Coordinating Board (THECB). Dual credit courses will be taught and grades assessed according to standard collegiate practices. Students enrolled in dual credit courses will be provided academic support services, including library resources, available to any other COLLEGE DISTRICT student.

The COLLEGE DISTRICT shall provide a credentialed (meeting SACSCOC requirements) instructor to teach college-level courses, unless the COLLEGE DISTRICT and SCHOOL DISTRICT agree upon the SCHOOL DISTRICT'S providing an instructor for a specific course meeting both the COLLEGE DISTRICT and the Southern Association of Colleges and Schools Commission of Colleges (SACSCOC) accreditation requirements.

Reimbursement by COLLEGE DISTRICT to SCHOOL DISTRICT in the amount of \$ 1,835.00 for a 3 credit hour course or \$ 2,448.00 for a 4 credit hour course. This payment will be made for the courses taught on a SCHOOL DISTRICT campus by the SCHOOL DISTRICT instructor and listed in this Agreement. The SCHOOL DISTRICT will provide the COLLEGE DISTRICT with an invoice based on this Agreement on or before thirty (30) days after the commencement of classes, and COLLEGE DISTRICT shall remit the reimbursement to the SCHOOL DISTRICT.

JOINT PLANNING

The COLLEGE DISTRICT and SCHOOL DISTRICT will plan and schedule dual credit courses at least one semester in advance of offering the courses.

Each academic year, the SCHOOL DISTRICT will submit a Letter of Continuation to the COLLEGE DISTRICT as confirmation to 1) continue with all terms listed in this Agreement, or 2) amend current terms of the Agreement prior to the start of Fall semester classes.

TEXTBOOKS AND COURSE SUPPLIES

Throughout the duration of this Agreement (check appropriate box [es]):

- The SCHOOL DISTRICT will provide textbooks for students
- Students are responsible for purchasing textbooks
- Course supplies will be purchased/provided by the SCHOOL DISTRICT
- Students are responsible for purchasing course supplies

PAYMENT FOR SERVICES

Throughout the duration of this Agreement (check appropriate box):

- Students are responsible for tuition costs
- The SCHOOL DISTRICT will cover all students' tuition costs
- The following organization will be paying the cost of students' tuition:

DUTIES OF THE COLLEGE DISTRICT

The COLLEGE DISTRICT'S duties shall include, but not be limited to, the following:

- A. Assist students in the completion of admissions, testing, advisement, and registration procedures.
- B. Record grades and make official transcripts available immediately upon course completion.
- C. Record attendance at each class session and make records available to the high school principal.
- D. Drop a student at the request of the high school or of the student and report the student's request to the high school principal.

- E. Ensure consistency of instruction and course content is in accordance with standards set by THECB, SACSCOC, and the COLLEGE DISTRICT. The COLLEGE DISTRICT will assign appropriate personnel to monitor and ensure adherence to such standards.
- F. Conduct dual credit faculty evaluations on a yearly basis, similar to that of the COLLEGE DISTRICT'S adjunct instructors.
- G. Provide professional development of SCHOOL DISTRICT instructors teaching dual credit coursework.

DUTIES OF THE SCHOOL DISTRICT

The SCHOOL DISTRICT'S duties shall include, but not be limited to, the following:

- A. Plan and schedule dual credit courses at least one semester in advance of offering courses.
- B. Provide a copy of the SCHOOL DISTRICT'S annual calendar and official grade reporting dates.
- C. Work with the COLLEGE DISTRICT to align the high school curriculum with the college course syllabus, evaluate instructional materials, review student projects and reports, and discuss student problems as measures to provide assurance that dual credit courses represent college level content and the high school Texas Essential Knowledge and Skills.
- D. Provide support to COLLEGE DISTRICT'S faculty employed to teach dual credit courses in accordance with the rules and regulations of the THECB, TEA, and SACSCOC.
- E. Provide assistance to students regarding COLLEGE DISTRICT admissions, testing, advisement, and registration procedures.
- F. Provide evidence that students have successfully passed met the test score requirements to participate in the Dual Credit program.
- G. Screen students for supplementary requirements as established by the SCHOOL DISTRICT.
- H. Assign a district or campus contact person to assist with the coordination of duties related to the dual credit partnership between SCHOOL DISTRICT and COLLEGE DISTRICT in matters such as these:
 - (1). Student Texas Success Initiative ("TSI") exemption records;
 - (2). Advising of students with completion of all required COLLEGE DISTRICT admissions documents;
 - (3). Assist the COLLEGE DISTRICT with student orientation;
 - (4). Please include the Coordinator with the COLLEGE DISTRICT timely submission in alignment with published due dates; all student documentation;
 - (5). Serve as liaison to students, parents, high school personnel and COLLEGE DISTRICT personnel.

AGREEMENT

This Agreement sets forth the entire instructional agreement with respect to dual credit courses and students. It supersedes any prior dual credit agreement and shall be effective until changed by the Parties.

GOVERNING LAW

This Agreement will be governed by and construed in accordance with the laws of the State of Texas, without

regard to its conflicts of law provisions. The Parties agree that the state and federal courts sitting in Tarrant County, Texas will have exclusive jurisdiction over any claim arising out of this Agreement, and each Party consents to the exclusive jurisdiction of such courts.

RELATIONSHIP OF THE PARTIES

In the performance of their respective duties hereunder, the Parties hereto and their respective employees and agents, are at all times acting and performing as independent contractors of each other. Notwithstanding the foregoing, employees of SCHOOL DISTRICT may teach dual credit courses as adjunct instructors of the COLLEGE DISTRICT or through some other teaching arrangement, if such arrangement is approved in writing and in advance by the Parties. No Party will have the authority to act for or bind another Party in any respect or to incur or assume any expense, debt, obligation, liability, tax, or responsibility on behalf of or in the name of another Party hereto. The Parties acknowledge and agree that no Party will be liable for the activities or another Party, including, but not limited to, any liabilities, losses, damages, suits, actions, fines, penalties, claims, or demands of any kind arising out of this Agreement.

LIABILITY

It is not the intent or purpose to create liability against the COLLEGE DISTRICT, unless such liability is imposed by law, or to waive any legal defenses available to the COLLEGE DISTRICT, including government immunity.

RIGHT OF REVOCATION

Either Party may terminate this Agreement with or without cause on 120 days' written notice to the other Party. In the event that a Party believes that another Party has materially breached this Agreement, the non-breaching Party shall give written notice of the alleged breach to the breaching Party. The breaching Party shall have thirty days to cure the alleged breach from the date it receives written notice from the non-breaching Party. If the breach is not restored within thirty days, the non-breaching Party may terminate this Agreement immediately. However, if this Agreement is terminated during an academic term, students enrolled in classes under this Agreement will be allowed to finish their coursework without penalty. A breach of this Agreement includes, but is not limited to, a violation of the policies and rules of the COLLEGE DISTRICT or SCHOOL DISTRICT, the making of a misrepresentation or false statement by one of the Parties, or the occurrence of a conflict of interest between the Parties.

All notices and communications related to this Agreement shall be addressed to the respective educational administrators listed below:

COLLEGE DISTRICT
Elva LeBlanc, Ph.D.
Executive Vice-Chancellor-Provost
Tarrant County College
1500 Houston Street
Fort Worth, Texas 76102

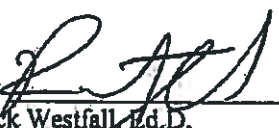
SCHOOL DISTRICT
Rick Westfall, Ed.D.
Superintendent of Schools
Keller Independent School District
350 Keller Parkway
Keller, Texas 76248

Executed June 2, 2018, by COLLEGE DISTRICT, signed by its Chancellor and by SCHOOL DISTRICT, signed by its Superintendent, thereby bind themselves, their successors and assigns and representatives, for the faithful and full performance of the terms and provisions of this Agreement. Should either Party wish to terminate this Agreement for any reason other than breach of contract, notification must be given on or before May 1st for the termination to be effective the following academic year.

TARRANT COUNTY COLLEGE DISTRICT

KELLER INDEPENDENT SCHOOL DISTRICT

By 
Eugene Giovannini, Ed.D.
Chancellor, Tarrant County College

By 
Rick Westfall, Ed.D.
Superintendent of Schools
Keller Independent School District

Implemented June, 2016

ATTACHMENT A
COURSE MATRIX

Name of High School Campus	College Course	Semester credit hours (SCH) granted	High school (HS) course equivalent	HS course credit	Instructional site (HS or ECC Campus?)	Financial Responsibility		Semester to be offered (check all that apply)		
						tuition	Textbooks	Fall	Spring	Summer
Keller, Central, Fossil Ridge, Timber Creek	ENGL 1301	3 SCH	Dual English IIA	0.5	High School	Student	Student	x		
Keller, Central, Fossil Ridge, Timber Creek	ENGL 1302	3 SCH	Dual English IIB	0.5	High School	Student	Student		x	
Keller, Central, Fossil Ridge, Timber Creek	ENGL 2322	3 SCH	Dual English IVA	0.5	High School	Student	Student	x		
Keller, Central, Fossil Ridge, Timber Creek	ENGL 2323	3 SCH	Dual English IVB	0.5	High School	Student	Student		x	
Keller, Central	HIST 1301	3 SCH	Dual United	0.5	High School	Student	Student	x		
Keller, Central	HIST 1302	3 SCH	Dual United	0.5	High School	Student	Student		x	
Fossil Ridge, Timber Creek	HIST 1301	3 SCH	Dual United	0.5	Online	Student	Student	x		
Fossil Ridge, Timber Creek	HIST 1302	3 SCH	Dual United	0.5	Online	Student	Student		x	
Keller, Central, Fossil Ridge, Timber Creek	ECON 2301	3 SCH	Dual Principles of	0.5	Online	Student	Student		x	
Keller	GOVT 2305	3 SCH	Dual United	0.5	High School	Student	Student	x		
Fossil Ridge, Timber Creek, Central	GOVT 2305	3 SCH	Dual United States Government	0.5	Online	Student	Student	x	x	

ATTACHMENT B
GUIDELINES FOR DUAL CREDIT PARTNERSHIPS

TARRANT COUNTY COLLEGE Guidelines for Dual Credit Partnerships

February 2017

The following program guidelines are in accordance with the Texas Higher Education Coordinating Board (THECB) rules and regulations (Chapter 4: Subchapter D). Tarrant County College (TCC) adheres to these guidelines when partnering with a school district whether public, private, charter, or home school for the delivery of a dual credit program. In the event that THECB rules change during an agreement's time period, the THECB new rules will always take precedence. It is the responsibility of the partnering institutions to review, exercise, and monitor program guidelines on a consistent basis.

These guidelines address course credit where instruction is provided to high school students for the awarding of both high school academic requirements and college semester credit hours leading to a certificate, degree or the Core curriculum. They also address instruction provided to high school students for remedial coursework to prepare for the Texas Success Initiative (TSI) assessments.

An agreement must be approved by the governing boards or designated authorities of both TCC and the school district (public, private, charter, or home school) prior to the offering of courses. Such agreement will address the following considerations:

A. Student Eligibility

- (1) A high school student is eligible to enroll in dual credit courses at TCC if he or she:
 - (a) Demonstrates college readiness by achieving the minimum passing standards under the provisions of the Texas Success Initiative (TSI) as set forth in (Chapter 4: Subchapter C: Rule 4.57) (relating to College Ready and Adult Basic Education (ABE) Standards) on relevant section(s) of an assessment instrument approved by the Board as set forth in (Chapter 4: Subchapter C: Rule 4.56)
 - (b) Demonstrates that he/she is exempt under the provisions of the Texas Success Initiative (Chapter 4: Subchapter C: Rule 4.54). However, a student who is granted a TSI waiver to take dual credit courses while still in high school based on eligible scores is not exempt from TSI or TCC course prerequisite requirements. Some TCC course prerequisites could require a higher cut score than those outlined by the THECB TSI state minimum requirements.
 - (c) Meets all the college's regular prerequisite requirements designated for that course (e.g., minimum score on a specified placement test, minimum grade in a specified previous course, etc.).
- (2) A high school student is also eligible to enroll in academic dual credit courses that require demonstration of TSI college readiness in reading and/or writing under the following conditions:
 - (a) If the student achieves a Level 2 final recommended score, as defined by the Texas Education Agency (TEA), on the English II STAAR EOC reading and/writing; or
 - (b) The student achieves a combined score of 107 on the PSAT/NMSQT with a minimum of 50 on the reading test; or

- (c) The student achieves a composite score of 23 on the PLAN with a 19 or higher in English or an English score of 435 on the ACT-Aspire.
- (3) A high school student is also eligible to enroll in academic dual credit courses that require demonstration of TSI college readiness in mathematics under the following conditions:
- (a) If the student achieves a Level 2 final recommended score, as defined by TEA, on the Algebra I STAAR EOC and passing grade in the Algebra II course; or
 - (b) The student achieves a Level 2 final recommended score, as defined by TEA, on the Algebra II STAAR EOC; or
 - (c) The student achieves a combined score of 107 on the PSAT/NMSQT with a minimum of 50 on the mathematics test; or
 - (d) If the student achieves a composite score of 23 on the PLAN with a 19 or higher in mathematics or a mathematics score of 431 on the ACT-Aspire.
- (4) A high school student is eligible to enroll in workforce education dual credit courses contained in a Level 1 certificate program, or a program leading to a credential of less than a Level 1 certificate, at a public junior college or public technical institute and shall not be required to provide demonstration of college readiness or dual credit enrollment eligibility.
- (5) A high school student is eligible to enroll in workforce education dual credit courses contained in a Level 2 certificate or applied associate degree program under the same eligibility conditions as academic dual credit courses.
- (6) A student exempt from taking TAKS or STAAR EOC assessments may be otherwise evaluated by an institution to determine eligibility for enrolling in workforce education dual credit courses.
- (7) Students who are enrolled in private or non-accredited secondary schools or who are home-schooled must satisfy paragraphs (1) - (5) of this subsection.
- (8) High school students may enroll in a maximum of 15 credit hours per semester in courses that apply to a certificate, degree, or the Core Curriculum with approval from the high school and college. Exceptions to this requirement for students with demonstrated outstanding academic performance and capability (as evidenced by grade-point average, ACT or SAT scores, or other assessment indicators) may be approved by the principal of the high school and the Vice President of Academic Affairs of the TCC Campus. It is recommended that students in their first semester of dual credit enroll in a maximum of two courses.
- (9) Students must follow the TCC catalog "Academic Standing" policy (see TCC college catalog, p.43).

(10) TCC may impose additional requirements for enrollment in courses for dual credit that do not conflict with this section.

(11) TCC is not required, under the provisions of this section, to offer dual credit courses for high school students.

B. Eligible Courses

(1) Courses offered for credit where instruction is provided to high school students for the awarding of both high school academic requirements and college semester credit hours must apply to the completion of a TCC certificate, degree or the Core curriculum. It is recommended that students in their first semester of dual credit enroll in a maximum of two courses.

(2) Courses offered for dual credit by TCC must be identified as college-level academic courses in the current edition of the Lower Division Academic Course Guide Manual (ACGM) adopted by the Board, or as college-level workforce education courses in the current edition of the Workforce Education Course Manual (WECM) adopted by the Board.

(3) Courses offered for dual credit by TCC must be in the approved undergraduate course inventory of the college.

(4) In accordance with the THECB rules, TCC does not offer remedial and developmental courses for dual credit.

C. Location of Class

(1) Dual credit courses may be taught on the college campus or on the high school campus. For dual credit courses taught exclusively to high school students on the high school campus and for dual credit courses taught electronically, TCC shall comply with applicable rules and procedures for offering courses at a distance as set forth in (Chapter 4; Subchapters P and Q; Rules 4.255-4.279) (relating to Approval of Distance Education Courses and Programs for Public Institutions and Approval of Off-Campus and Self-Supporting Courses and Programs for Public Institutions). In addition, dual credit courses taught electronically shall comply with the Board's adopted Principles of Good Practice for Courses Offered Electronically.

D. Composition of Class

(1) Dual credit courses may be composed of dual credit students only or of dual and college credit students. Exceptions for a mixed class, 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 Recommended or Distinguished Achievement High School Program graduation requirements, and the high school involved is otherwise unable to offer such a course.
- (b) If the high school credit-only students are College Board Advanced Placement (AP) students.
- (c) If the course is a career and technology/college workforce education course and the high school credit-only students are earning articulated college credit.

E. Faculty Selection, Supervision, and Evaluation

- (1) TCC shall select instructors of dual credit courses. These instructors must be regularly employed faculty members of the college or must meet the same standards (including minimal requirements of the Southern Association of Colleges and Schools) and approval procedures used by the college to select faculty responsible for teaching the same courses at a campus of the college.
- (2) TCC shall supervise and evaluate instructors of dual credit courses using the same or comparable procedures used for faculty at a campus of the college.

F. Course Curriculum, Instruction, and Grading

- (1) TCC shall ensure that a dual credit course and the corresponding course offered at the main campus of the college are equivalent with respect to the curriculum, materials, instruction, and method/rigor of student evaluation. These standards must be upheld regardless of the student composition of the class.

G. Academic Policies and Student Support Services

- (1) Regular academic policies applicable to courses taught at the college's main campus must also apply to dual credit courses. These policies could include the appeal process for disputed grades, drop policy, the communication of grading policy to students, when the syllabus must be distributed, etc.
- (2) Students in dual credit courses must be eligible to utilize the same or comparable support services that are afforded college students on the college campus. TCC is responsible for ensuring timely and efficient access to such services (e.g., academic advising and counseling), to learning materials (e.g., library resources), and to other benefits for which the student may be eligible.

H. Transcribing of Credit

- (1) For dual credit courses, high school as well as college credit should be transcribed immediately upon a student's completion of the performance required in the course.

I. Funding

- (1) The state funding for dual credit courses will be available to both public school districts and colleges based on the current funding rules of the State Board of Education and the Board.
- (2) The college may claim funding for students getting college credit in core curriculum, career and technical education, and foreign language dual credit courses.
- (3) This provision does not apply to students enrolled in approved early college high school programs.
- (4) All public colleges, universities, and health-related institutions may waive all or part of tuition and fees for a Texas high school student enrolled in a course for which the student may receive dual course credit.

Prohibition on contracts with companies boycotting Israel. The following form must be completed and signed.

The undersigned affirms that he/she is duly authorized to provide this information by the person(s) or business entity making the proposal and the information provided below concerning companies that boycott Israel thoroughly reviewed and verified and is, therefore, current, true and accurate to the best of my knowledge.

Pursuant to the provisions of Subtitle F, Title 10, Texas Government Code, section 2270.001:

(1) "Boycott Israel" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes, and

(2) "Company" means a for profit sole proprietorship, organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or any limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of those entities or business associations that exist to make a profit.

Does not boycott Israel currently, and

Will not boycott Israel during the term of the contract with Tarrant County College District.

Name of Business Entity:

Keller Independent School District

Authorized Signature:



Printed Name & Title: Cindy Lotton, Board President

Karina Davis, Acting Board President



KELLER ISD LEGAL DEPARTMENT MEMO

To: Jennifer Fleming
From: Amanda Bigbee
Date: June 18, 2018
RE: TCCD – Dual Credit MOU

The attached contract has been approved by the Legal Department.

Principal, you may sign this specific contract. All future contracts that are not pre-approved and listed on the Legal Department's K-Connect page must continue to be submitted to me for legal approval.

Please return a scanned copy of the fully executed contract to Purchasing via email at purchasing@kellerisd.net as soon as possible.

If you have any questions, please contact me.

Thanks,


Amanda Bigbee

FIRST AMENDMENT TO INSTRUCTIONAL AGREEMENT BETWEEN TARRANT
COUNTY COLLEGE DISTRICT AND KELLER INDEPENDENT SCHOOL DISTRICT
DUAL CREDIT PROGRAM STATE OF TEXAS

This First Amendment to Instructional Agreement Between Tarrant County College District and Keller Independent School District Dual Credit Program State of Texas (the “Amendment”) is entered into by and between Tarrant County College District and Keller Independent School District this 1 day of August, 2020.

WITNESSETH:

WHEREAS, Tarrant County College District and Keller Independent School District entered into that certain Instructional Agreement Between Tarrant County College District and Keller Independent School District Dual Credit Program State of Texas (the “Contract”) as of June 2, 2018; and

AND WHEREAS, the parties desire to modify the terms of the Contract as hereinafter provided,

NOW, THEREFORE, for and in consideration of Ten and No/100 Dollars and other good and valuable consideration, the receipt and sufficiency of which is hereby agreed by both Tarrant County College and Keller Independent School District, the parties agree as follows:

1. Section “Program Details” (3) b.) High School Early Enrollment Form of the Contract is hereby removed as a required document for admission by the change in policy to implement dual credit self-registration. Therefore, Section “Program Details” (3) b) is hereby modified by the deletion of the High School Early Enrollment Form in such section, and the following is hereby inserted in its place and stead for all purposes.
 - (3). Students meeting program requirements and seeking enrollment for coursework enumerated in Attachment A, must submit the following college admission documents:
 - a.) Admissions Application
 - b.) Family Educational Rights and Privacy Act Waiver (optional)
 - c.) Meningitis Vaccination Record (if taking courses at a TCC campus)
 - d.) Residency Questionnaire (if undocumented status)
 - e.) LUNDC Waiver (if undocumented status)
2. Attachment “A Course Matrix” to the Contract is hereby deleted and Attachment “A Course Crosswalk” attached hereto and incorporated herein fully by reference is hereby inserted in its place and stead for all purposes.

All notices and communications related to this Agreement shall be addressed to the respective educational administrators listed below:

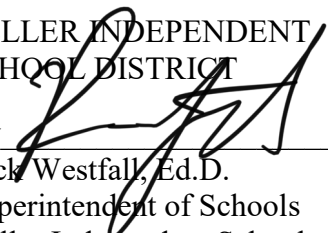
COLLEGE DISTRICT
Elva LeBlanc, Ph.D.
Executive Vice Chancellor-Provost
Tarrant County College
1500 Houston Street
Fort Worth, Texas 76102

SCHOOL DISTRICT
Rick Westfall, Ed.D.
Superintendent of Schools
Keller Independent
School District
350 Keller Parkway
Keller, Texas 76248

TARRANT COUNTY COLLEGE DISTRICT

By *Elva LeBlanc*
Elva LeBlanc, Ph.D.
Executive Vice Chancellor-Provost
Tarrant County College

KELLER INDEPENDENT
SCHOOL DISTRICT

By 
Rick Westfall, Ed.D.
Superintendent of Schools
Keller Independent School
District

KELLER ISD DUAL CREDIT COURSE CROSSWALK

(In Collaboration With High School Representative)

9 th Grade		10 th Grade		11 th Grade		12 th Grade			
High School	English I	English I	English II	English II	English III	English III	English IV or English Elective	English IV or English Elective	
	Algebra I or Geometry	Algebra I or Geometry	Geometry or Algebra II	Geometry or Algebra II	3 rd Advanced Math	3 rd Advanced Math	Endorsement Advanced Math	Endorsement Advanced Math	
	World Geography	World Geography	World History	World History	US History	US History	Government	Economics	
	Biology	Biology	Chemistry or Physics	Chemistry or Physics	3 rd Advanced Science	3 rd Advanced Science	Endorsement Advanced Science	Endorsement Advanced Science	
College					☒ *ENGL 1301 (03220300)	☒ *ENGL 1302 (03220300)	☒ *ENGL 2322 (03220400)	☒ *ENGL 2323 (03220400)	
			SPCH 1321 (13009900)	☒ ARTS 1303 (03500110)	☒ *MATH 1314 (03100607)	☒ *MATH 2412 (03101100)	☒ *MATH 1342 (03102530)	☒ *PSYC 2301 (03350100)	
					☒ *HIST 1301 (03340100)	☒ *HIST 1302 (03340100)			
							☒ *GOVT 2305 (03330100)	☒ *SOC1 1301 (03370100)	
								☒ ECON 2301 (03310300)	
*TSI Passing Score Required (PEIMS CODE)									

The COLLEGE DISTRICT and SCHOOL DISTRICT will utilize Attachment A to collaborate strategic course offerings for students participating in the dual credit program toward college degree completion through the term of the agreement. Career and Technical Education (CTE) program requirements will be provided for CTE course offerings.

DUAL CREDIT COURSE CROSSWALK (Professional Pilot) (In Collaboration With High School Representative)

		9 th Grade		10 th Grade		11 th Grade		12 th Grade	
High School	English I	English I	English II	English II	English III	English III	English IV or English Elective	English IV or English Elective	
	Algebra I or Geometry	Algebra I or Geometry	Geometry or Algebra II	Geometry or Algebra II	3 rd Advanced Math	3 rd Advanced Math	Endorsement Advanced Math	Endorsement Advanced Math	
	World Geography	World Geography	World History	World History	US History	US History	Government	Economics	
	Biology	Biology	Chemistry or Physics	Chemistry or Physics	3 rd Advanced Science	3 rd Advanced Science	Endorsement Advanced Science	Endorsement Advanced Science	
College							☒ AIRP 1301 (13040450)	☒ AIRP 1215 (13040450)	
							☒ AIRP 1317 (13040450)	☒ AIRP 1307 (13040450)	
							Age Requirement - 17	Age Requirement - 17	

The COLLEGE DISTRICT and SCHOOL DISTRICT will utilize Attachment A to collaborate strategic course offerings for students participating in the dual credit program towards college degree completion through the term of the agreement. Career and Technical Education (CTE) program requirements will be provided for CTE course offerings.

Professional Pilot, AAS
Associate of Applied Science Degree
ATPP.D004.UG Northwest Campus
Selective Admission Criteria

Program Requirements
First Year
Fall Term

AIRP 1451 - Instrument Ground School
AIRP 1307 - Aviation Meteorology
AIRP 1341 - Advanced Air Navigation

Choose one from the following:
AIRP 2250 - Instrument Flight or
AIRP 2270 - Instrument Flight, Helicopter

Mathematics Elective Semester Hours: 3 *

Spring Term

AIRP 2337 - Commercial Ground School
AIRP 1301 - Air Navigation
AIRP 1343 - Aerodynamics

Choose one from the following:

AIRP 1255 - Intermediate Flight or
AIRP 1271 - Intermediate Flight, Helicopter

ENGL 1301 - Composition I +

Summer Term

Choose one from the following:

AIRP 2239 - Commercial Flight (Capstone) or
AIRP 2271 - Commercial Flight, Helicopter (Capstone)

Creative Arts/Language, Culture & Philosophy Elective Semester Hours: 3 *

Second Year

Fall Term

AIRP 1345 - Aviation Safety
AIRP 2333 - Aircraft Systems
AVIM 2337 - Aviation Law
Social/Behavioral Science or Government/Political Science Elective Semester Hours: 3 *

Spring Term

Choose one from the following:

AIRP 2236 - Certified Flight Instructor-Flight or
AIRP 2272 - Certified Flight Instructor-Helicopter

AIRP 1347 - Human Factors in Aviation
AIRP 2349 - Instructor Ground School
AIRP 1313 - Introduction to Aviation
Speech & Communication Skills Elective Semester Hours: 3 *

Total Degree Hours: 60

* Must choose the preferred course or a course from the corresponding section of the Core Curriculum: Mathematics (MATH 1314), Social/Behavioral Science

(PSYC 2301) or Government/Political Science (GOVT 2305), Speech & Communication (SPCH 1315) and Creative Arts/Language, and Philosophy and Culture.
Airplane Specialty Track

Helicopter Specialty Track

AIRP 2250 - Instrument Flight AIRP 2270 - Instrument Flight, Helicopter

AIRP 1255 - Intermediate Flight AIRP 1271 - Intermediate Flight, Helicopter

AIRP 2239 - Commercial Flight AIRP 2271 - Commercial Flight, Helicopter

AIRP 2236 - Certified Flight Instructor-Flight AIRP 2272 - Certified Flight Instructor–Helicopter

Projected Flight Costs

Selective Admission Criteria:

All flight courses are subject to FAA rules and regulations (CFR Title 14). Possession of current FAA medical certificate is required for all flight courses. All AIRP courses must be passed with a grade of “B” or higher.

All applicants to the Professional Pilot Program are required to attend an information session and the program orientation prior to application deadline and registration. Complete details regarding the Professional Pilot program can be found on the TCC website.

Application Criteria:

- Students must be TSI compliant/Algebraic Pathway
- Hold a TCCD Student Colleague Number
- Hold an FAA Class 2 Medical Certificate
- Have a current driver’s license or passport

Prior to application students with international college credits must contact International Admissions 817-515-1570.

TCC aviation programs are regulated by the Federal Aviation Administration. Once admitted into the program students must obtain a minimum grade of “B” in all technical courses and meet mandatory attendance requirements.

Students should be aware that employment in aviation related fields may be subject to alcohol and drug screenings, and criminal background checks.

In addition the following are program requirements:

- Student must meet requirements of Texas Success Initiative (TSI) (Compliant) to enroll in program.
- Student must attend mandatory scheduled orientation session prior to enrollment.
- Students must be released to register by department to enroll in any AIRP course.
- Students must maintain minimum balance in student flight account to remain eligible for flight status.

DUAL CREDIT COURSE CROSSWALK (Aviation Maintenance Technology: Airframe) (In Collaboration With High School Representative)

		9 th Grade		10 th Grade		11 th Grade		12 th Grade	
High School	English I	English I	English II	English II	English III	English III	English IV or English Elective	English IV or English Elective	
	Algebra I or Geometry	Algebra I or Geometry	Geometry or Algebra II	Geometry or Algebra II	3 rd Advanced Math	3 rd Advanced Math	Endorsement Advanced Math	Endorsement Advanced Math	
	World Geography	World Geography	World History	World History	US History	US History	Government	Economics	
	Biology	Biology	Chemistry or Physics	Chemistry or Physics	3 rd Advanced Science	3 rd Advanced Science	Endorsement Advanced Science	Endorsement Advanced Science	
College					☒ AERM 1315 (13039410) ☒ AERM 1205 (13039410)	☒ AERM 1310 (13039410) ☒ AERM 1208 (13039410)	☒ AERM 1314 (13039510)	☒ AERM 1303 (13039510)	

The COLLEGE DISTRICT and SCHOOL DISTRICT will utilize Attachment A to collaborate strategic course offerings for students participating in the dual credit program towards college degree completion through the term of the agreement. Career and Technical Education (CTE) program requirements will be provided for CTE course offerings.

Aviation Maintenance Technology: Airframe, AAS
Associate of Applied Science Degree
AVIA.D002.UG Northwest Campus
Selective Admission Criteria

Program Requirements
First Year
Fall Term

AERM 1101 - Introduction to Aviation
AERM 1205 - Weight and Balance
AERM 1208 - Federal Aviation Regulations
AERM 1303 - Shop Practices
AERM 1310 - Ground Operations
AERM 1314 - Basic Electricity
AERM 1315 - Aviation Science

Spring Term

AERM 1243 - Instruments and Navigation/Communication
AERM 1254 - Aircraft Composites

AERM 1345 - Airframe Electrical Systems
AERM 1347 - Airframe Auxiliary Systems
AERM 1349 - Hydraulic, Pneumatic and Fuel Systems
AERM 1350 - Landing Gear Systems

Summer Term

AERM 1141 - Wood, Fabric, and Finishes
AERM 1153 - Aircraft Welding
AERM 1452 - Aircraft Sheet Metal
AERM 2231 - Airframe Inspection (Capstone)
AERM 2233 - Assembly and Rigging

Second Year

Fall Term

AERM 2171 - Oral and Practical Exams, General
AERM 2172 - Oral and Practical Exams, Airframe

Spring Term

ENGL 1301 - Composition I +
College Level Mathematics Elective Semester Hours: 3 *
Social/Behavioral Science or Government/Political Science Elective Semester Hours: 3 *
Creative Arts/Language, Culture & Philosophy Elective Semester Hours: 3 *
Speech & Communication Skills Elective Semester Hours: 3 *

Total Degree Hours: 60

* Must choose the preferred course or a course from the corresponding section of the Core Curriculum: Mathematics (MATH 1314), Social/Behavioral Science (PSYC 2301) or Government/Political Science (GOVT 2305), Speech & Communication (SPCH 1315) and Creative Arts/Language, and Philosophy and Culture.

Selective Admission Criteria:

All applicants to the Aviation Maintenance Technology Program are required to attend an information session as well as the program orientation prior to application deadline and registration. Complete details regarding the Aviation Maintenance Technology program can be found on the TCC website.

Application Criteria:

Students must be TSI compliant/Algebraic Pathway
Hold a TCCD Student Colleague Number

Prior to application students with international college credits must contact International Admissions 817-515-1570.

TCC aviation programs are regulated by the Federal Aviation Administration. Once admitted into the program students must obtain a minimum grade of “C” in all technical courses and meet mandatory attendance requirements.

Students should be aware that employment in aviation related fields may be subject to alcohol and drug screenings, and criminal background checks.

DUAL CREDIT COURSE CROSSWALK (Paralegal Studies) (In Collaboration With High School Representative)

9 th Grade		10 th Grade		11 th Grade		12 th Grade		
High School	English I	English I	English II	English II	English III	English III	English IV or English Elective	English IV or English Elective
	Algebra I or Geometry	Algebra I or Geometry	Geometry or Algebra II	Geometry or Algebra II	3 rd Advanced Math	3 rd Advanced Math	Endorsement Advanced Math	Endorsement Advanced Math
	World Geography	World Geography	World History	World History	US History	US History	Government	Economics
	Biology	Biology	Chemistry or Physics	Chemistry or Physics	3 rd Advanced Science	3 rd Advanced Science	Endorsement Advanced Science	Endorsement Advanced Science
College					☒ LGLA 1307 (13029600)	☒ CRIJ 1306 (13029600)	☒ LGLA 1303 (N1303014)	☒ LGLA 1305 (N1303014)

The COLLEGE DISTRICT and SCHOOL DISTRICT will utilize Attachment A to collaborate strategic course offerings for students participating in the dual credit program towards college degree completion through the term of the agreement. Career and Technical Education (CTE) program requirements will be provided for CTE course offerings.

Paralegal Studies, AAS
Associate of Applied Science Degree
LEGA.D002.UG Northeast Campus

Program Requirements

First Year

Fall Term

- LGLA 1307 - Introduction to Law and the Legal Professions
- LGLA 1303 - Legal Research
- ACCT 2301 - Principles of Financial Accounting +
- ENGL 1301 - Composition I +
- PSYC 2315 - Psychology of Adjustment +

Spring Term

- LGLA 1305 - Legal Writing
- LGLA 1345 - Civil Litigation
- BCIS 1305 - Business Computer Applications +
- ENGL 1302 - Composition II +
- Mathematics or Science Elective Semester Hours: 3 *

Second Year

Fall Term

LGLA 1353 - Wills, Trusts, and Probate Administration
LGLA 2303 - Torts and Personal Injury Law

Choose one from the following:

LGLA 2380 - Cooperative Education Legal Assistant/Paralegal ** or
LGLA 2281 - Cooperative Education - Legal Assistant/Paralegal ** and
LGLA 2288 - Internship - Legal Assistant/Paralegal **

BUSI 2301 - Business Law +
SPCH 1321 - Business and Professional Communication +

Spring Term

LGLA 1355 - Family Law
LGLA 2311 - Business Organizations
CRIJ 1306 - Court Systems and Practices +
GOVT 2306 - Texas Government (Texas Constitution & Topics) +
Creative Arts/Language, Philosophy and Culture Semester Hours: 3 *

Total Degree Hours: 60

* Mathematics or Science and Creative Arts/Language, Philosophy, and Culture must be chosen from the corresponding section of the Core Curriculum.

** LGLA 2281 and LGLA 2288 taken in consecutive semesters may be substituted for LGLA 2380 in order to fulfill the Cooperative Education requirement of this program. LGLA 2380 may be taken in the student's final semester. All Cooperative Education and Internship classes require consent of the program coordinator.

NOTE: Mathematical competency is required for completion by TSI liable students.

The Paralegal Studies program, including both the Associate of Applied Science Degree and the Certificate of Completion, is approved by the American Bar Association.