



Memorandum of Understanding

Dual Credit Agreement Between

Triumph Public High Schools and Howard Payne University

1. Program Overview

This is an agreement between Triumph Public High Schools (TPHS) and Howard Payne University (HPU) to deliver dual credit courses for the 2020-21 and 2021-22 academic years. This program will be administered via the HPU El Paso Center extension campus. This partnership will be evaluated annually.

2. HPU Course Delivery and Faculty

HPU dual credit courses will be delivered via one of the following instructional methods: online, onsite, or hybrid (a combination of online and onsite). HPU will assign its current faculty to teach the dual credit courses.

3. Faculty Credentials

Every faculty member who teaches a dual credit course must have, at a minimum, a master's degree and (18) graduate hours in the discipline being taught. Moreover, the faculty member must be approved by the HPU Provost.

4. HPU Oversight

HPU school deans, or assigned administrators, will supply syllabi for all dual credit courses and will provide orientation to the learning outcomes of the college course. The Assistant Vice President for the HPU El Paso Center will work with the HPU Office of Academic Affairs to ensure that course evaluations are conducted for each course. TPHS will follow the academic calendar of HPU with respect to the administration of dual credit courses.

## 5. Student Tuition, Placement, and Fees

Each TPHS student will pay HPU \$100 per credit hour attempted. This tuition is due prior to the beginning of the semester in which the course is attempted. A \$15 Accuplacer placement assessment/fee (per student) will be administered and assessed, respectively, to determine student enrollment eligibility. Students must score into college-level English and reading to be admitted to HPU. If the student would like to enroll into a math course, the student must also score into college-level math. A \$15 student records fee will also be assessed per semester. Lastly, some classes have lab or other course fees that must also be addressed; these fees will be added to the student's invoice where applicable. Textbook costs are the responsibility of the student.

## 6. Course Offerings

Course offerings for the summer and fall semesters will be published by April 1st of the current year. Course offerings for the spring semester will be published by November 1st of the prior year. HPU reserves the right to cancel courses offered that do not meet minimum enrollment requirements with respect to student registration.

## 7. Terms of Agreement and Annual Review

This agreement is established for the 2020-21 and 2021-22 academic years. This agreement shall be subject to termination, with or without cause, with (60) days written notice prior to the beginning of the next academic semester. If no such notice is provided, this agreement shall be automatically renewed for an additional academic year, until terminated by a timely notice as described in the preceding sentence.

## 8. Character of the University

HPU is a Christian higher educational institution and will expect all its agents to comply with the high standards of the biblically-informed, Christian world-view approved by its Board of Trustees in its mission, vision, and core values. These documents are presented on the University website and available for review.

This Agreement is executed by the following duly authorized agents of HPU and TPHS.

Donnie Auvenshine

Signature:

DONNIE AUVENSHINE

Printed Name:

Vice-Pres. Academic Affairs

HPU Representative's Title/Role:

July 28, 2020

Date:

Frances Berrones-Johnson

Signature:

Frances Berrones-Johnson

Printed Name:

Superintendent/CEO

TPHS Representative's Title/Role:

09/19/2020

Date: