

# **Concurrent Enrollment Agreement**

This Agreement is entered into this \_\_\_\_day of \_\_\_\_\_, 2021, by and between WARREN COUNTY SCHOOL DISTRICT (hereinafter referred to as the “School District”) and UNIVERSITY OF PITTSBURGH AT BRADFORD (hereinafter referred to as the “College”). This agreement sets out the terms and conditions of the dual enrollment program offered by these two institutions in accordance with Article XVI of the Public School Code (hereinafter referred to as the “Program”).

The College and the School District do hereby agree to the following:

## **1. Term**

The term of this Agreement shall be from August 1, 2021 through June 30, 2022.

## **2. Dual Enrollment Committee**

The Dual Enrollment Committee appointed for the term of this Agreement is comprised of the following individuals:

Mrs. Ericka Alm, District Principal  
Mr. Glenn Smith, District Principal  
Mr. Eric Mineweaser, Director of Curriculum, Instruction and Assessment  
Mrs. Jennifer Dilks, Academic Coach  
Mrs. Lynette Swab, District Parent  
Mrs. Donna Zariczny, District Board President  
Dr. Stephen Robar, University of Pittsburgh at Bradford  
Dr. James Baldwin, University of Pittsburgh at Bradford  
Dr. Catherine Koverola, President, University of Pittsburgh at Bradford

In the event that any member of the Dual Enrollment Committee becomes unable to serve in said capacity for any reason during the term of this Agreement, the District or College shall be entitled to select a new member without the need to amend this Agreement.

## **3. Student Eligibility**

- A. Students who meet all of the following criteria are qualified to participate in the program:
  - a. The student is a high school junior or senior.
  - b. The student is making satisfactory progress toward fulfilling applicable secondary school graduation requirements, as determined by the School District. The School District will determine satisfactory progress based on current student transcripts and credits earned.

- c. The student has scored at least Proficient on Keystone Algebra, Biology, and English Language Arts Assessment or the equivalent on other Standardized Tests such as PSAT, SAT, ACT, or CDTs.
  - d. The student demonstrates readiness for college-level coursework in the intended subject area of study, as determined by the College. The College will determine readiness based on the School District administration and faculty recommendation.
- B. Students that do not meet the criteria listed under Section A may be permitted to enroll in dual enrollment courses if they meet the following alternative criteria and receive approval from both the College and the School District:
- i. Student is pursuing the Academic or Advanced Academic status.
  - ii. The student demonstrates readiness for college-level coursework in the intended subject area of study, as determined by the College. The College will determine readiness based on the School District administration and faculty recommendation.
  - iii. Student scores at or above grade level in the areas of biology, reading/literature, writing/English composition, and math on the CDT assessment system.
- C. In order to remain in this program, the student must meet the following School District requirement: the student must maintain a secondary school grade point average of 2.8 in the applicable subject area of study. The student also must maintain a minimum grade of 2.0 in each dual enrollment course in which the student is enrolled.

#### **4. Courses Offered and Conditions**

The following criteria applies to all courses covered by this Agreement:

- 1. The courses are non-remedial.
- 2. The courses are part of a well-rounded education, as defined by the Every Student Succeeds Act (ESSA). 20 U.S.C.A. § 7801 (which is part of the ESSA) defines the term “well-rounded education” as courses, activities, and programming in subjects such as English, reading or language arts, writing, science, technology, engineering, mathematics, foreign languages, civics and government, economics, arts, history, geography, computer science, music, career and technical education, health, physical education, and any other subject, as determined by the State or local educational agency, with the purpose of providing all students access to an enriched curriculum and educational experience.
- 3. The courses, as offered to dual enrollment students, are identical to those offered when dual enrollment students are not enrolled, including the use of an identical curriculum, assessments and instructional materials.

4. The courses enforce prerequisite coursework requirements identical to those enforced for the courses when dual enrollment students are not enrolled.
5. The course has a strong history of transfer as determined by the College's Registrar's Office.

The following courses shall be offered in accordance with the terms of this Agreement and Article XVI of the Public School Code:

BIOL 0091 CONCEPTS OF BIOLOGY; BIOL 0112 HUMAN BIOLOGY; CHEM 0089 CONCEPTS OF CHEMISTRY; ENG 0101 ENGLISH COMPOSITION 1; ENG 0110 LITERATURE AND INTERPRETATION; MATH 0098 COLLEGE ALGEBRA II; MATH 0132 PRECALCULUS; MATH 0133 STATISTICS; MATH 0140 CALCULUS; PS 0102 AMERICAN POLITICAL PROCESS; SPAN 0201 INTERMEDIATE SPANISH I

The above list of courses is subject to change. Courses shall be determined by the dual enrollment committee.

The College shall be responsible for the administration of the program, accepting teachers to teach in the program pursuant to the terms contained in the current "College in High School at the University of Pittsburgh at Bradford Program Handbook," the curriculum content, the requirements for participation and grading, and the maintenance of records. All students are subject to the College student code and other academic and administrative policies detailed in the College Catalog and/or the current "College in High School at the University of Pittsburgh at Bradford Program Handbook."

The College agrees to inform the School District of the required text and will provide access to associated course-related materials such as PowerPoint presentations, handouts, and sample quizzes (this excludes software or equipment that might need to be purchased in order to offer a specific course). The College will be responsible for providing all necessary registration materials to the appropriate School District personnel and will provide support as appropriate for successful completion of the enrollment process. Textbook costs will be the responsibility of the student/parents.

The School District and the College agree that the School District will determine the maximum number of enrollments contingent in individual classes based upon the space available.

Student tuition shall be \$125.00 per three (3) credit course (approximately \$42.00 per credit hour). The School District, in accordance with the District's Dual Enrollment Resolution and at its sole discretion (unless required to do otherwise by law), may contribute tuition assistance for any School District student who chooses to enroll in the program. The remaining tuition amount will be the responsibility of the student/parent(s).

The School District and the College agree that the School District reserves the right to modify the amount of any School District contribution at its sole discretion, without the consent of the College, and without the necessity of amending this Agreement.

The School District and the College understand and agree that the School District contribution is contingent upon a student's voluntary choice to enroll in the College's course(s). When applicable, the College will invoice the School District after the beginning of classes for each semester for all tuition charges due.

Unless otherwise required by law, the District shall have no obligation to, and shall not be required to, transport students to and from the classroom facilities. In the event the District elects to provide transportation, said decision is discretionary and District transportation can be terminated at any time at the sole and unrestricted discretion of the District.

With regard to the circumstances under which a student is permitted to withdraw from a course and the circumstances under which tuition reimbursement is afforded when a student withdraws from a course, the College's withdrawal policies and tuition reimbursement policies will be in effect and shall govern all classes covered by this Agreement.

The College shall provide proof of compliance with all applicable requirements of 24 P.S. §1-111, 24 P.S. §1-111.1, 24 P.S. §12-1205.6, 22 Pa. Code §8.1, *et. seq.* and 23 Pa.C.S.A. §6301, *et. seq.* for any employee of the College who will have direct contact with children.

## **5. Student Credit**

Students will not be allowed to enroll in more than 12 postsecondary credits through dual enrollment per academic year.

The School District will award credit (and determine whether it's a core or an elective credit) and recognize courses that are successfully completed under this Agreement as fulfilling the graduation requirements identified above. As defined by the School District, in order to successfully complete a course listed in this Agreement, students must earn a minimum grade of 2.0.

The College will award postsecondary credits to students who successfully complete courses identified in this Agreement as identified above. The College will transcript this credit in a manner similar to other students who take a course at this institution. If a dual enrollment student becomes a regularly enrolled student at the College following graduation from secondary school, the College shall recognize those credits as applying to the student's degree requirements as it would for any regularly enrolled postsecondary student who took the courses.

## **6. Promotional material:**

Both the College and the School District agree to provide a mechanism for communicating the educational and economic benefits of higher education as well as the

requirements for participation and enrollment procedures for dual enrollment to parents and students.

**7. Amendments:**

Unless otherwise stated herein, this Agreement represents the complete agreement between the Parties, superseding any other prior or contemporaneous written or oral agreements. Any changes, corrections or additions to this Agreement shall be in writing in the form of a supplemental agreement signed by all necessary Parties, shall set forth therein the proposed change, correction, or addition, and shall be approved by the District's Board of School Directors at a public, advertised meeting held in compliance with the Pennsylvania Sunshine Act.

**IN WITNESS WHEREOF**, the authorized representatives of the Parties have executed this Agreement as of the date previously indicated.

**ATTEST:** (SEAL)

**WARREN COUNTY SCHOOL DISTRICT**

\_\_\_\_\_  
Secretary

\_\_\_\_\_(SEAL)  
By: President, Board of School Directors

**UNIVERSITY OF PITTSBURGH AT BRADFORD**

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By: