

Dual Enrollment Memorandum of Understanding

Between

Crawford Central School District and Grove City College

In consideration of mutual interests, Grove City College ("College") and Crawford Central School District ("School District") enter into this agreement regarding the Dual Enrollment ("DE") program ("Agreement").

1. TERMS

- a. Both parties agree to the following terms and conditions:
 - i. The purpose of this Agreement is to foster and facilitate the ability of qualified School District students to enroll in College courses. In addition, it is expected that this Agreement will help to develop a strong, long-term academic partnership between College and School District for mutual benefit.
 - ii. This agreement applies to both
 - 1. College
 - 2. School District
 - 3. Parents of dual enrolled students
 - 4. Dual enrolled students
 - iii. This agreement does not apply to
 - 1. College study abroad programs
 - 2. College internship programs
 - 3. College independent study courses and/or research
 - 4. College music lessons
 - iv. High school students must meet the criteria listed here:
 - A full-time high school student at the end of their Sophomore year except for courses that College and the School District may deem to be appropriate at lower levels.
 - 2. A minimum GPA of 3.00/4.00 or better at School District
 - 3. DE request is for no more than 11 credit hours per term
 - 4. If applicable, a minimum GPA of 2.0 or better at College
 - Verification is received by College from high school guidance counselor that student is college-ready

- 6. Signed parental consent form has been submitted to College
- 7. High school transcripts have been received by College.
- b. The School District will not provide any funding directly or indirectly to any participating student/family through a federally funded government program.
- c. Neither College nor School District will be responsible to pay any amount that is due for the student to participate in the DE Program. Any and all costs associated with a student's participation in this program is the sole responsibility of the student and his/her parents/legal guardian(s).
- d. Private educational student information may be exchanged between School District guidance counselors and College as appropriate.
- e. Dual credit status shall neither enhance nor diminish on-campus liabilities for School District and College policies and codes of conduct.

2. STUDENT SUPPORT SERVICES

a. DISABILITY SUPPORT SERVICES

All DE students are afforded equal access and support in accordance with their academic needs through existing School District services.

b. STUDENT SAFETY

DE students are afforded the same campus protections as College undergraduate students. Safety mindedness is an important section in the <u>Crimson Student Handbook</u>.

c. TRANSPORTATION

Transportation will not be provided by College for DE students.

d. FOOD SERVICES

Many DE students want to have an immersive college experience. Therefore, DE students who are on campus are encouraged to take advantage of College food services. Although every effort is made to ensure a variety of student diets is accommodated, students are responsible for monitoring their own dietary needs.

e. ADVISING

All DE students have access to a College academic advisor. It is the responsibility of the DE guidance counselor to register with the director of the Office of Graduate and Online Programs. Registration can be accomplished through respective attending DE students during the application process. No information will be provided to any DE counselor who is not registered with College.

3. CURRICULUM

It is agreed and understood that College has the right and responsibility to make changes to its curricula and enrollment standards to maintain its academic integrity and meet accreditation standards.

a. TEXTBOOKS/INSTRUCTIONAL MATERIALS

Except where otherwise noted, it is the responsibility of the student to obtain all materials required for each course. If labs are part of the course, students will be obligated to pay a fee to cover such expenses.

b. COURSE CONTENT

- All courses taught at College are at the college level. It remains the sole responsibility of the student and/or the parents of the DE student to judge whether a course is suitable for the student to take.
- ii. College is a Christ-centered college; therefore, some content in most courses may require students to reflect on their own personal beliefs regarding God. Assessments may be given that will require students to reflect on their own personal beliefs. If students or their parents are uncomfortable with Christcentered educational content, they should check in advance to determine if a particular course will be appropriate for their study.

c. FACULTY

Faculty are defined to be the teaching staff of College and are vetted according to current standards as established by College. Faculty are required to have all necessary background checks in order to work with minors.

d. ACADEMIC CALENDAR

College publishes the <u>academic calendar</u> annually [http://www.gcc.edu/Info/Events-News/Calendar/Academic-Calendar]. Courses will run according to the academic calendar except where faculty have deemed it appropriate to run a modified course.

e. ACADEMIC POLICIES

College publishes academic policies that pertain to students in the <u>Crimson Student Handbook</u>. While not all policies apply to School District students, all students attending College are expected to abide by the standards outlined in this student handbook. (e.g., but not limited to, residence, housing, international travel policies do not apply to School District students at this time).

4. STUDENT HANDBOOK

a. STUDENT ATTENDANCE POLICIES
Faculty reserve the right to set attendance policies in their courses.

b. STUDENT MISCONDUCT

Behavioral expectations can be found in the <u>Crimson Student Handbook</u>. These expectations are to be adhered to by all students attending College, regardless of whether the attendance is on-campus or on-line. Please also note that any HS student who attends the DE program must also continue to abide by all laws, regulations, handbooks, and policies applicable to the students at the HS.

c. GRADE APPEALS

All students of College have the right to appeal a grade. The detailed procedure for grade appeals can be found in the <u>Crimson Student Handbook</u>.

d. ACADEMIC INTEGRITY POLICY

All students of College are bound by the Upholding the Honesty in Learning Policy. A full explanation of this policy can be found in the <u>Crimson Student Handbook</u>. Violations of this policy are considered serious offenses at College and are treated thusly. Note that two or more violations in the Honesty in Learning policy may result in academic dismissal.

5. STUDENT RECORDS

a. GRADING POLICIES

College faculty reserve the right to establish grade policies for their respective courses.

b. TRANSCRIPTION OF COLLEGE CREDIT

Students are encouraged to request official college transcripts after the completion of any course(s). School District maintains the right to request official transcripts from the student and file them at School District as proof of successful completion of the coursework.

c. STUDENT DIRECTORY INFORMATION College reserves the right to publish student directory information for all students taking classes at College, regardless of whether those classes are in-person or remote.

6. EXTRACURRICULAR ACTIVITIES and STUDENT ENGAGEMENT

a. School District students may be invited to certain extracurricular activities, at the discretion of College. When School District students are involved in such activities, they are bound by the same regulations as all other College students.

7. COMMUNICATIONS

- a. College reserves the right to communicate with guidance counselors at their sole discretion regarding student performance. Parents can access their student's information directly from the guidance counselors.
- b. Faculty advising and mentoring is an important part of a college experience. Faculty advising and mentoring will be available to all enrolled School District students.
 <u>Materials for potential students</u> will be available online and <u>degree program advising</u> guides can be downloaded for student use.

8. TERMINATION OF THE MOU

- a. This agreement contains the entire agreement between the parties pertaining to the transaction and may not be amended, unless in writing and signed by both parties. This Agreement supersedes all prior agreements, whether written or oral, with respect to the subject matter of Agreement.
- b. This Agreement may be terminated by either institution by giving 60 days written notice to the other institution. Such termination may be immediate in the event termination is required by law or the terminating institution believes it will suffer irreparable harm from continuing under the Agreement.

Duly authorized administrative representatives of Grove City College and School District executed this Agreement as of the day and year given below.

Peter Frank, Provost Grove City College 100 Campus Drive

Grove City, PA 16127

Date

Thomas K. Washington, Superintendent

Crawford Central School District

11280 Mercer Pike Meadville, PA 16335 Date

Kevin G. Merritt, President, School Board

Crawford Central School District

11280 Mercer Pike Meadville, PA 16335 Date

6-14-2023