

This Memorandum of Understanding ("MOU") is entered into by and between The University of Texas Permian Basin ("UTPB") and Ector County Independent School District (hereinafter the "School District"), pursuant to section 29.908 of the Texas Education Code.

1. Term

The term of this agreement is August 1, 2026, through and including July 31, 2027.

2. Recitals

NOW, THEREFORE, the parties to this MOU mutually agree to the following:

3. MOU Purpose

The purpose of this MOU is to outline the roles and responsibilities of UTPB and the School Districts that participate in the Academic Dual Credit Programs at UTPB. This MOU is the agreement that encompasses all programs and initiatives under the Academic Dual Credit Programs as required by the Texas Higher Education Coordinating Board (THECB).

4. Non-Discrimination

The University of Texas Permian Basin is committed to providing an educational, living, and working environment that is welcoming, respectful and inclusive of all members of the university community. An environment that is free of discrimination and harassment allows members of the university community to excel in their academic and professional careers. To the extent provided by applicable federal and state law, the University prohibits unlawful discrimination against a person because of their race, color, religion, sex, national origin, age, disability, genetic information, or veteran status. UTPB's commitment to equal opportunity extends its nondiscrimination protections to include sexual orientation, gender expression, and gender identity. For more information, please visit UTPB's Non-Discrimination Policy: [Non-Discrimination Policy – The University of Texas Permian Basin | UTPB](#).

5. Recognition of Higher Education Partner

The School District, when reporting and publicizing high school students' completion of academic dual credit courses, will recognize UTPB as one of its Higher Education partners.. In addition, when recognizing UTPB, the School District shall adhere to the format and style of all advertising, marketing, reporting, and publicity materials, which includes billboards, print ads, and television commercials, as set forth in the University's Branding, Marketing, and Advertising Guidelines for The University of Texas Permian Basin at: [UTPB-Brand-Guidelines-2026](#).

Failure to follow this provision will result in a non-compliance notification as stated in Section 24 of this document.

6. Academic Policies and Procedures

6.1 Eligible Courses

Course Offerings

Courses offered for dual credit by UTPB shall be college-level academic courses included in the

institution's approved undergraduate course inventory and, as applicable, aligned with the Texas Higher Education Coordinating Board Academic Course Guide Manual (ACGM).

While the Texas Higher Education Coordinating Board permits dual credit offerings in academic, career and technical education (CTE), and foreign language areas, the University limits its dual credit offerings to academic coursework.

The University does not offer remedial or developmental education courses for dual credit. Kinesiology courses are generally excluded from dual credit offerings; however, such courses may be offered only when they are applicable to a degree program and meet all Texas Higher Education Coordinating Board requirements.

6.2 Faculty Qualification, Selection, Supervision, and Evaluation Dual Credit Faculty

The University has an established approval process for selecting and/or approving qualified School District faculty (those approved will herein be called "Dual Credit Faculty") to teach dual credit course(s). All instructors teaching dual credit courses are fully credentialed and formally appointed faculty of The University of Texas Permian Basin. Dual credit course sections are established and assigned by the University and delivered in partnership with the participating School District.

All Dual Credit Faculty are subject to the University's hiring, credentialing, onboarding, and appointment processes, and must meet faculty qualification standards established by the State of Texas and the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).

Dual Credit Faculty are supervised by the appropriate UTPD academic department chair or designee and are evaluated and monitored in accordance with UTPB policies and procedures to ensure the quality and rigor of instruction are consistent with courses offered on the main campus.

For a comprehensive description of faculty qualifications, appointment, supervision, and evaluation processes, refer to UTPB's Academic Affairs Handbook (AAH).

Additionally: The School District will collaborate with the UTPB to ensure that the School District instructor applying to teach in the Academic Dual Credit Program meets the credential requirements.

- The University will ensure that Dual Credit Faculty requested to teach dual credit courses at the School District sites have met acceptable national criminal background checks.
- Any Dual Credit Faculty must be cleared by the UTPB's Office of Human Resources to teach any dual credit courses.
- Dual Credit Faculty will submit all required reporting documents such as rosters, learning outcomes, syllabi/section outlines, and grades by the deadlines set by the UTPB.
- Dual Credit Faculty approved for the upcoming Academic Year must satisfactorily complete Canvas LMS and Quality Measures Trainings offered through UTPB's Falcon Online Department prior to or during their first semester teaching Academic Dual Credit Program courses.

- Dual Credit Faculty should check their class rosters during the first week of classes to make sure that all students attending the class are enrolled in the dual credit course. Refer students not on the roster to the Dual Credit Department. Any students not listed on the roster by the 12th day of class (Census Day) will not be enrolled in the dual credit course.
- The School District will allow release time from School District duties for all Dual Credit Faculty to attend required UTPB departmental meetings, discipline, and course-specific professional development training. The department chairs will provide meeting schedule information to the Dual Credit Faculty before the beginning of the semester, so that the Dual Credit Faculty can coordinate his/her teaching responsibilities at the high school to attend required department meetings.
- Dual Credit Faculty are expected to reach out to students who need academic assistance and direct them to the appropriate UTPB or School District support services (tutoring, accommodations, etc.).
- The School District will forward any concerns regarding Dual Credit Faculty teaching the University-level course to the Dual Credit Office for investigation.
- Dual Credit Faculty shall inform online students that they are able to access the online course at any time, not only during a designated time at the high school.
- Even though Dual Credit Faculty are employees of the School District wherein they teach UTPB's dual credit course(s), they are expected to follow all of UTPB's policies as applicable during the instructional time designated for dual credit courses. Because Dual Credit Faculty are employed by both UTPB and the School District, they are confronted with unique challenges, but should have the same rights, responsibilities, and privileges as University Faculty teaching a dual credit course at a high school site. They must fulfill their responsibilities as Dual Credit Faculty while acting in accordance with the expectations, policies, and responsibilities required by their School District and Principal.
- Dual Credit Faculty Rights and Responsibilities when teaching a Course for the University:
 - Course Work: The rigor of UTPB course work can often require additional time outside of class for students to meet course learning objectives and outcomes; therefore, UTPB Dual Credit Faculty shall not be required to decrease the amount of out-of-class work assigned to students.
 - Issuing a University Grade: The official grade assigned for a dual credit course is the University letter grade, which is recorded on the student's permanent University transcript in accordance with institutional grading policies. The University does not assign or recognize numeric grades as part of its official grading system. However, upon request, the University may provide a standardized letter-grade-to-numeric conversion scale to School District representatives for the sole purpose of local GPA calculation and class ranking. Any numeric grade derived from this conversion is determined by the School District and may differ from the University's grading scale. The University is not responsible for discrepancies arising from the School District's application of numeric conversions.

- Contact Hours Pertaining to Dual Credit Students: Just as Dual Credit Faculty are expected to meet the required number of contact hours per semester, students enrolled in dual credit courses are required to maintain regular and punctual attendance in classes and laboratories. The student is responsible for communicating with faculty members concerning any absence. The student may be required to present evidence to support an absence, and make-up work for class absences will be permitted only as specified by the faculty in the course syllabus.
- Dual Credit Faculty: shall not be required to take unreasonable or extraordinary measures to ensure student success when, in the professional judgment of the faculty member, a student's lack of academic progress is due to insufficient effort, excessive absences, or failure to meet course requirements.

6.3 Location, Facilities, Teaching Environment, and University Courses

The location of dual credit courses will be held at approved high school sites in accordance with the Southern Association of Colleges and Schools Commission on Colleges ("SACSCOC") standards.

University Courses

Faculty teaching dual credit courses must use UTPB's approved Learning Management System (LMS). The University maintains security measures to protect faculty and students while learning in an online environment.

Online Method of Delivery

UTPB dual credit courses are offered through its Learning Management System, which serves as the standard instructional delivery method. All students and faculty must be able to access the LMS, available electronically.

An electronic course is defined as a course in which instruction and content are primarily over the Internet; a student and teacher are in different locations for a majority of the student's instructional period; most instructional activities take place in an online environment; the online instructional activities are integral to the academic program; extensive communication between a student and a teacher and among students is emphasized; and a student is not required to be located on the physical premises of a school district.

Facilities

The School District will work with UTPB to ensure that the School District's facilities meet the expectations and criteria required for UTPD classes and are appropriate for university-level instruction by the first day of class including the following:

- School District will ensure that UTPB Dual Credit Faculty and dual credit students have appropriate access to all available instructional facilities, resources, and essential technology;
- School District shall permit access to UTPB's electronic learning resources when the course is taught at the School District; and
- School District offering science courses shall meet the laboratory safety standards

and have material/equipment required for UTPB courses available in all labs in which classes are being taught to comply with the UTPB science program requirements.

Teaching Environment

The District will make reasonable efforts to ensure that the classroom environment is conducive to UTPB level learning by:

- Designating a classroom for the dual credit classes;
- Assuring no interruptions take place in the UTPB dual credit class while in session, such as removing students for high school activities, or making announcements except for official business or emergencies. Interruptions for official announcements must be minimized; and
- Accepting the faculty member's attendance requirements as stated in the course syllabus.

6.4 Course Curriculum, Instruction, and Grading

School Districts that participate in the Academic Dual Credit Programs at the UTPB will comply with procedures and guidelines as published by the UTPB, including the following:

Academic Instructional Calendar

Dual credit classes will follow the UTPB Academic Calendar. Exceptions may be arranged through collaboration between the UTPB and the School District. When the requested exception involves the Final Exam Schedule for long semester classes, the College Department Chair and College Dean should be involved in any decision. Notification of conflicts between mandatory State testing and dual credit class final exams must be made well in advance of final exams.

UTPB courses and exams should take reasonable priority over School District activities.

Monitoring Instruction

The School District will work with the UTPB so UTPB personnel will have the opportunity to monitor the quality of instruction in compliance with the UTPB course syllabus and the standards established by the State of Texas, SACSCOC, and the School District.

Books and Supplemental Materials

Courses offered for dual credit will be identified in the course schedule as UTPB-level courses. Instruction and materials for dual credit courses will be equivalent or identical to courses taught to traditional UTPB students. When possible, UTPB will: (i) utilize open resource textbooks for all dual credit courses, and (ii) utilize the same textbook for multiple years to the extent practicable. District shall be responsible for providing all academic textbooks to students who are determined to be non-FAST eligible. FAST-eligible students will have textbooks provided by the UTPB (see Section 8.C).

Grading Procedures

All UTPB Dual Credit Faculty will follow the UTPB Grading System as well as the grading

criteria in the department approved syllabus. The UTPB recognizes that certain of the School District's students participating in dual credit classes are also participating in UIL-sanctioned activities. Accordingly, UTPB and all instructors shall work in good faith with the District to ensure that numerical grades are provided on a timely basis. The parties acknowledge that certain reports may be due at a time when no new coursework has been performed by the student.

Submission of UTPB Grade

The primary responsibility for assigning UTPB grades in a course belongs to the faculty member, and in the absence of compelling evidence of discrimination, differential treatment, or procedural irregularities, the judgment of the faculty member responsible for the course must remain determinant. UTPB and School District officials will not interfere with the faculty member's responsibility for assigning UTPB grades. The final course grade for the UTPB will be a letter grade. Official Grades are published in a UTPB Official Transcript. UTPB will provide the high school with a numeric grade that might differ from the UTPB grade as a courtesy. However, any assigned numeric grade is not an official grade by the UTPB, it is a guide for the ISO. The ISO is solely responsible for the numeric grade applied to the High School Student Record.

Grade Appeals

The School District will notify the Dual Credit Administrator and direct students to follow UTPB's Student Grievances and Appeals Procedures. An electronic copy of these documents may be accessed on the Office of the Dean of Students webpage at: <https://www.utpb.edu/life-at-utpb/student-services/dean-of-students/student-grievances>.

7. Student Enrollment & Support Services

7.1 Student Eligibility

Beginning in the 9th grade, Texas public school students may enroll in dual credit courses without having met Texas Success Initiative Assessment ("TSIA") requirements for up to 15 hours per semester. Texas Administrative Code §4.85(b) identifies requirements that must be met by students who enroll in a college course for concurrent enrollment college credit post the 15-hour mark.

Students must comply with the Texas Success Initiative as follows:

Student Type		TSI Requirement	
Non-Degree-Seeking (0-14 SCH)		TSI NOT required before enrollment.	
Degree-Seeking (15+ SCH)		Must be TSI Complete or TSI Exempt before enrolling in TSI-required courses.	
Assessment	ELAR Requirement	Math Requirement	
TSIA2	Score of 945+ OR < 945 and 5 or 6 (Diagnostic) Essay: must be score of 5 for both	Score of 950+ OR < 950 + Diagnostic 6	

SAT (2016+)	EBRW 480+	Math 530+
ACT (Prior to 2/15/23)	Composite 23 & English 19	Composite 23 & Math 19
◆CT (After 2/15/23)	Combined score of 40; no Composite	Score of 22; no composite
STAAR EOC	English 1114000	Algebra 11 4000
IMPORTANT NOTES		
ELAR and Math are evaluated separately.		
◆All test scores have an expiry of 5 years from date of test		
Official documentation may be required.		
Some courses may have additional college prerequisites.		

These guidelines are accurate as of May 1st, 2026. Additional updates to TSI requirements by the Texas Higher Education Coordinating Board may be found here: [Texas Success Initiative - Texas Higher Education Coordinating Board](#). To the extent the TSI requirements change during the course of the Term, the updated requirements are incorporated herein by this reference as though laid out in full and shall be followed by the School District.

7.2 Enrollment Processes

Students shall be enrolled in dual credit courses exclusively by an authorized High School Counselor or designated School District representative using the UTPB's approved enrollment form:

<https://app.smartsheet.com/b/form/019cb4aa4ae67b56a2439662e2a49d58>.

Students are not permitted to self-enroll in dual credit courses.

For School Districts with large student cohorts, a batch enrollment process may be authorized by the UTPB upon request. All batch submissions must be completed in accordance with UTPB-provided templates, data requirements, and submission timelines. The UTPB reserves the right to approve, deny, or require resubmission of batch enrollment files that do not meet established standards.

District shall provide Texas Student Data System Unique Identifiers (TSDIDs) for all students at the time of enrollment submission, in accordance with requirements established by the Texas Higher Education Coordinating Board (THECB) and the Texas Education Agency (TEA).

Incomplete submissions, including those missing required TSDIDs, may delay processing or result in rejection of the enrollment request.

7.3 Library Services

UTPB shall provide dual credit enrolled students access to the instructional and digital

resources available on the campus of UTPB and ensure that all distance education students have access to library resources to support appropriately the courses in which the students are enrolled. These services include document delivery, electronic access to reference services, reserves, interlibrary loan, and a web page that includes ready links to services, contacts, and self-help modules. The library will regularly evaluate the effectiveness of resources provided to

distance education students and will demonstrate that services are improved where appropriate. Instructors will provide distance education students with information about library services.

7.4 Student Support Services

Students in dual credit courses may utilize the same or comparable academic support services that are afforded to UTPB students on the main campus. The UTPB is responsible for ensuring timely and efficient access to such services (e.g., academic advising), learning materials (e.g., library resources), and to other benefits for which the student may be eligible. Currently, services available to the online students from UTPB include:

- Electronic resources, online reference services, and other services of the J. Conrad Dunagan Library;
- Student Success assistance and tutorials with writing assignments;
- Testing Center, Accessibility Services for Students with Disabilities, and study skill development;
- Academic Advising;
- Technical Support for Canvas users.

7.5 Student Policies

Regular academic policies applicable to courses taught at the UTPB's main campus must also apply to dual credit courses, in accordance with Title 19, Texas Administrative Code (TAC), Part 1, Chapter 4. These policies shall include the appeal process for disputed grades, drop policy, the communication of grading policy to students, and when the syllabus must be distributed.

7.6 Student Complaints

UTPB's policies and procedures for handling student academic and non-academic grievances are applicable to all students, including those enrolled in distance education programs and courses. Students who wish to file a formal complaint must submit their complaint using the UTPB Complaint Resolution Portal located at: <https://www.utpb.edu/life-at-utpb/student-services/dean-of-students/student-grievances>.

7.7 Student Conduct

Dual credit students must abide by the UTPB Student Conduct and Discipline Policy. The Student Conduct and Discipline Policy provides students fair notice of conduct considered unacceptable at The UTPB of Texas Permian Basin and which may be the basis for disciplinary action. This policy provides the procedures to be followed when student disciplinary action may need to be implemented and outlines the appeals process: <https://www.utpb.edu/life-at-utpb/student-services/dean-of-students/student-grievances>.

utpb/student-services/dean-of-students/student-code-of-conduct.

8. Finance Support Services

8.1 Faculty Stipend

School District instructors approved by the UTPB to be Dual Credit Faculty and approved to teach UTPB level courses will be paid a stipend by the UTPB per class, per semester, as outlined in the Academic Affairs Handbook (AAH).

8.2 Tuition and Fees

The general rate charged for courses at UTPB is \$100.00 per semester credit hour. The School District is liable for payment of all students validly enrolled in the dual credit program (see § 7.2) on the census date (12th class day). Invoicing will begin following FAST validation. Invoicing shall be done in accordance with § 8.3 below. Complete payment should be remitted 30 days from receipt of invoices. Each district and/or dual credit student will adhere to enrollment cancellation processes that are set in place by the University.

The School District understands and agrees that the UTPB will invoice the School District directly for all dual credit tuition and applicable fees. Under this agreement, no billing statements will be issued to individual students.

8.3 Financial Aid for Swift Transfer (FAST)

The Financial Aid for Swift Transfer (“FAST”) tuition rate adopted by the Texas Higher Education Coordinating Board (“THECB”) for Fiscal Year 2026-27 is \$60.10 per semester hour (or equivalent) and serves two purposes:

- Funding rate: Participating institutions will receive an allotment of funding equal to the FAST tuition rate for each semester credit hour (or equivalent) of dual credit coursework taken by an eligible student.
- Maximum tuition rate: Participating institutions that have an agreement with an ISD or charter school may not charge a per-credit tuition rate more than the FAST tuition rate to any student attending high school in a Texas School District or charter school for any eligible dual credit course offered by the participating institution. Institutions may choose to charge a lower rate for any or all dual credit coursework without impacting the funding rate.

8.4 Other Course Charges

Participating institutions may charge dual credit students who are not FAST-eligible other costs, such as fees, books, or supplies. However, FAST-eligible students may not incur these charges.

Participating institutions are not prevented from entering into contracts for other course charges, such as fees, books, supplies, or professional development, to be paid for by School Districts or charter schools. FMI see: <https://www.highered.texas.gov/our-work/supporting-our-institutions/community-college-finance/fast/>.

8.5 Invoicing

UTPB will issue an invoice to District listing all enrollments in all subject areas. The School District will have up to 15 business days to appeal any registrations for that semester, to the

Office of Accounting. Complete payment should be remitted 30 days from receipt of invoices. Failure to pay may result in District's inability to enroll students in future courses.

9. Human Resources Department, Data Sharing Agreement, and Title IX

The School District will collaborate with the UTPB to ensure that all School District faculty applying to teach in the Academic Dual Credit Programs meet the credential requirements, and submit all required documents for the hiring process to the Human Resources Department as well as agree to full information sharing in the event of an investigation of a personnel matter regarding Dual Credit Faculty.

Any non-academic incidents or complaints against Dual Credit Faculty teaching a UTPB course are required to be reported to the UTPB's Office of Human Resources to the attention of the Director for investigation.

The School District will comply with Title IX of the Education Amendments 1972 (20 U.S.C. § 1681 et seq.) regulations as stated in the UTPB's Policy on Sexual Harassment/Sexual Misconduct, and the School District Title IX policy in resolving incidents and complaints. An electronic copy of the UTPB's policy may be accessed at: [Sexual Harassment/Sexual Misconduct Policy - The UTPB of Texas Permian Basin | UTPB](#).

9.1 Title IX Statement:

The UTPB of Texas Permian Basin (the UTPB) is committed to maintaining a learning and working environment that is free from discrimination based on sex in accordance with Title IX of the Higher Education Amendments of 1972 (Title IX), which prohibits discrimination on the basis of sex in educational programs or activities; Title VII of the Civil Rights Act of 1964 (Title VII), which prohibits sex discrimination in employment; and the Campus Sexual Violence Elimination Act (SaVE Act), Violence Against Women Act (VAWA), and Clery Act. Sexual Misconduct, Retaliation, and other conduct prohibited under this Policy will not be tolerated and will be subject to disciplinary action.

The UTPB will promptly discipline any individuals within its control who violate this Policy. Any potential violation of the Sexual Misconduct Policy should be reported promptly to the Title IX Coordinator.

The School District and the UTPB will work collaboratively and timely to share any and all information necessary and appropriate in the event of a Formal Complaint or report of sexual harassment involving a dual-credit student.

10. Quality Control

UTPB will monitor student academic performance and quality of instruction to ensure compliance with the Texas Administrative Code Title 19, Part 1, Chapter 4.

11. Student Identification

Dual credit students are eligible to receive a UTPB Student Identification Card and students who wish to obtain a UTPB Identification Card shall send an email to the UT Police Department at StudentID@utpb.edu, including the following information:

- Full name, address, and UTPB student ID number (also known as Falcon ID).
- A scanned image attachment of another photo-bearing official government ID (driver's

license, passport, etc.) for verification in digital (JPEG) format.

- A scanned image attachment of a passport-quality photo (headshot with a plain background) in digital (JPEG) format.

The School District or student shall pay a fee of \$10.00 for the ID and will receive the ID in a prompt and timely manner.

12. UTPB Student Authentication Process

UTPB registers students for online courses using a student information system and manages access through a centralized authentication system. The learning management system in which all online courses are hosted authenticates student user accounts and passwords to the UTPB centralized authentication system. To obtain access to online courses in the learning management system, students must establish their identity through a secure login and password. At least one additional student identification technique will be required within each course. This technique is determined and approved by the Provost/ Senior Vice President for Academic Affairs.

The School District's principal shall notify UTPB in the event a high school does not use photo IDs. UTPB will determine an alternative means of authentication. One additional method of student authentication using an approved photo ID must be clearly stated on the course syllabus minus webcams and may include the following:

- Proctored exams using an approved photo ID.
- Presentation of approved photo ID through a web cam and optional levels of proctoring during assessment.
- Field or clinical experiences using an approved photo ID.
- Synchronous or asynchronous video activities using an approved photo ID.
- Other technologies or procedures specified by faculty in their course syllabus.
- Public school designee/facilitators can proctor an exam identifying themselves to the instructor for testing environment criteria.
- UTPB emails are a secondary form of authentication.

Dual credit students may use District identifications. Approved photo identifications are: passports, government issued identification, driver's licenses, military ID from DoD.

12.1 TEC 28.009

UTPB has aligned its goals with House Bill 1638 statewide goals as codified in Texas Education Code, Section 28.009 (b-1) and (b-2). These require the Texas Higher Education Coordinating Board (THECB) and Texas Education Agency (TEA) to collaboratively develop statewide goals for dual credit programs in Texas.

UTPB offers dual credit courses to high school students in accordance with state, legislative, and regulatory requirements, as well as the SACSCOC.

UT Permian Basin offers a course equivalency crosswalk for equating high school courses with college courses.

While UTPB offers a variety of dual credit and early college access courses, most courses are part of the Texas Core Curriculum. Core courses are transferable to any public UTPB or college in Texas. All courses are 3 credit hours unless noted otherwise. A current list of approved dual credit courses is maintained at: <https://www.utpb.edu/academics/dual-credit-program/dual-credit-courses>.

13. Dual Credit Courses

- ART 1301: Art Appreciation
- BIOL 1306/1106: General Biology
- BIOL 1308/1108: Biology for non-science majors
- BUSI 1301: Business Principles
- CCJS 1301: Intro to Criminal Justice
- CHEM 1311/1111: General Chemistry
- COMM 1315: Intro to Public Speaking
- ECON 2301: Principles of Macroeconomics
- ECON 2302: Principles of Microeconomics
- EDUC 1301: Introduction to Education
- ENGL 1301: Composition I
- ENGL 1302: Composition II
- ENGL 2322: British Literature to 1800
- ENGL 2323: British Literature since 1800
- ENGL 2327: American Literature to 1865
- ENGL 2328: American Literature since 1865
- ENGR 1301: Introduction to Engineering
- GEOL 1301/1101: Physical Geology
- HIST 1301: U.S. to 1877
- HIST 1302: U.S. since 1877
- KINE 1301: Intro to Health Sciences
- MATH 1314: College Algebra
- MATH 1332: Contemporary Mathematics I
- MATH 2412: Pre-Calculus (4 credit hours)
- MATH 2413: Calculus I (4 credit hours)
- MUSI 1301: Jazz, Pop, Rock
- PHIL 1301: Intro to Philosophy
- PLSC 2305: American National Politics
- PLSC 2306: State and Local Politics
- PSYC 1301: Intro to Psychology
- SOCI 1301: Intro to Sociology
- SPAN 1411: Beginning Spanish I (4 credit hours)
- SPAN 1412: Beginning Spanish II (4 credit hours)
- SPAN 2311: Second Year Spanish I
- SPAN 2312: Second Year Spanish II

UTPB offers dual credit to Early College High School and high school students across the state of Texas. Our classes are taught by SACSCOC qualified university professors. UTPB ensures the quality and instructional rigor of the dual credit program's content, which meets SACSCOC requirements. Course content and rigor are comparable with similar courses that are taught to traditional UTPB students.

13.1 UT Permian Basin Dual Credit Goals

Goal 1: UT Permian Basin and its School District partner will implement purposeful and collaborative outreach efforts to inform all students and parents of the benefits and costs of dual credit, including enrollment and fee policies.

Measures of Implementation:

- UT Permian Basin and its School District partner will host informational sessions for students and parents on dual credit opportunities, benefits, and cost.
- UT Permian Basin and its School District partner's webpages will reflect the most current dual credit program information including enrollment and fee policies.
- UT Permian Basin will host dual credit 101 sessions for high school counselors via webinar.
- UT Permian Basin and its School District partner will collaborate on a marketing campaign.

Goal 2: The Dual Credit program will assist high school students in the successful transition to and acceleration through postsecondary education.

Goal 3: All dual credit students will receive academic and college readiness advising with academic support services to bridge successfully into college course completion.

Metric – Examples of items included in analysis:

- Student enrollment in postsecondary after high school
- Time to degree completion
- Decrease in excess number of semester hours beyond required hours to degree completion
- Analysis of measures in enrollment and degree completion, disaggregated by student sub-population.

Goal 4: The quality and rigor of dual credit courses will be sufficient to ensure student success in subsequent courses.

13.2 Metric: Award of credit and transcripts

UTPB will award academic credit for successfully completed dual credit courses and maintain accurate academic records in accordance with institutional policies and state guidelines.

The effectiveness of dual credit coursework will be evaluated through student academic performance, successful course completion rates, and the timely and accurate posting of grades and transcripts.

Dual credit courses will align with UTPB standards for curriculum, learning outcomes, and assessment to ensure comparability with courses offered on the main campus.

14. Schedule Changes

Schedule changes that include additions, drops, and withdrawals will be processed based on established deadlines and must adhere to current policies and procedures.

15. Transcribing of Credit and Student Withdrawal

A college grade shall be transcribed upon completion of the semester for the courses in which the student officially enrolled and will adhere to the current grading policy.

Students may request transcripts at [Replacement Diploma & Transcript Request - The University of Texas Permian Basin | UTPB](#).

16. Grading Periods and Policies

UTPB permits designated School District personnel to have observer access within UTPB's learning management system, in accordance with institutional policies. The account holder with observer access will have credentials and will be informed that all users of UTPB Information Resources are subject to having all such uses monitored and/or recorded by system personnel, and that anyone using UTPB Information Resources expressly consents to such monitoring and that the results of such

monitoring may be provided to law enforcement personnel. Individuals will follow the academic calendar for the grading periods and policies adopted by UTPB and School District.

17. Use of UTPB Email

Use of UTPB email as primary email in distance education courses further protects student personal emails independent of their coursework and ensures the student enrolled in the online courses is using the email account assigned to that student by UTPB. University email will serve as a second authentication method.

18. Privacy

UTPB complies with the Family Educational Rights and Privacy Act (FERPA) in all instructional settings, including online learning. Student education records, defined as records directly related to a student and maintained by the institution, must be protected from unauthorized disclosure. Instructors may not share personally identifiable information from education records—including grades or academic performance—without the student's prior written consent, except as permitted under FERPA. Grades must be communicated through secure, institutionally approved systems and must not be publicly posted in a manner that identifies individual students. Student work may be shared only if it has been de-identified or with the student's explicit consent.

19. Student Data Sharing

FERPA permits the exchange of student education records between the University and partnering School Districts for students enrolled in dual credit courses without prior consent, as both institutions are schools in which the student is enrolled under 34 CFR § 99.31(a)(2). Such disclosures must comply with the conditions outlined in § 99.34, including limitations on use and re-disclosure.

For students under the age of 18, parents may retain the right to inspect and review education records maintained by the School District. However, when a student is enrolled in a postsecondary institution, FERPA rights transfer to the student with respect to education records maintained by the University.

The University and the School District are expected to comply with FERPA requirements to protect the privacy of student education records. The University will provide data reports to the School District according to established reporting timelines as outlined in this agreement.

The School District shall designate primary and secondary contacts at both the District and campus levels to receive student data through a secure process. These contacts are responsible for ensuring that data is accessed, used, and shared only by authorized individuals with a legitimate educational interest and in accordance with FERPA. Any re-disclosure of data must comply with FERPA regulations.

The School District may request additional data outside of the scheduled reporting cycle provided that:

- An active MOU is in place between the School District and the University
- The data request is submitted at least three (3) business days prior to the requested delivery date

Requests will be fulfilled based on operational capacity and institutional priorities. The School District may submit an e-mail request for reports to: dualcredit@utpb.edu.

20. Transportation

UTPB assumes no obligation/responsibility for transportation of students to and from the UTPB campus.

21. Off-site Locations – SACSCOC Requirement

In accordance with the requirements of SACSCOC, UTPB must monitor and report off-campus instructional sites where a student may complete 25% or more of an academic program. High school campuses at which dual credit courses are offered may be classified as off-campus instructional sites if the course offerings at that location meet this threshold, regardless of whether instruction is delivered in person or via distance education.

Sites at which 25% to 49% of a program is offered must be reported to SACSCOC, while sites at which 50% or more of a program is offered require prior approval. As part of the accreditation process, such sites may be subject to review or site visits by SACSCOC.

These requirements do not alter the governance or operational control of the high school classroom or imply that the University is responsible for providing instructional technology or facilities at the site.

22. Decision to Non-Renew MOU Agreement

In accordance with the substantive change requirements of SACSCOC, UTPB monitors off-campus instructional locations, including dual credit sites, and reports such locations as required. If a decision not to renew this agreement results in the closure of a reportable off-campus instructional site, the University will implement an appropriate teach-out plan in compliance with SACSCOC policy.

The teach-out plan will ensure that affected students are provided with reasonable opportunities to complete their coursework with minimal disruption, including access to alternative instructional options where applicable.

Affected students will be notified that they can continue taking dual credit courses at UTPB if the stated agreement is renewed at a later time. Once they graduate from high school, they are eligible to apply to UTPB and complete their programs of study.

22.1 Maintenance of Records and Reports

The University will maintain all institutional and student records in accordance with applicable policies, accreditation standards, and records retention requirements. Records will be securely maintained and accessible only to authorized individuals with a legitimate need for access.

22.2 Affected Faculty and Staff

In the event that the non-renewal of this agreement impacts University personnel, the University will address such matters in accordance with its applicable policies and procedures.

23. Amendments

Any change to the terms of this MOU must be presented in written form and agreed upon by both UTPB and the School District..

24. Notification of Non-Compliance and Termination of Agreement

Failure to act in accordance with any provision in this MOU will result in a Notification of Non-Compliance (Notice), which may be initiated by either party. The Notice shall be in writing and shall state in particular the alleged non-compliance. The Notice will be provided to the University President and School District Superintendent for review and action. Failure to correct non-compliance may result in termination of this agreement.

25. Signatures

**For The University of Texas Permian Basin
4901 E. University Blvd., Odessa, Texas 79762**

Signature: _____
Natalie Harms, Vice President for Business Affairs and Chief Business Officer

Date: _____

For Ector County Independent School District
TEA District ID:
School Address:

This institution is FAST Eligible:

Signature:

Name:

Title:

Date: