

MEMORANDUM OF UNDERSTANDING (MOU)

This agreement is made between Delta State University (hereinafter “DSU”) and _____, (hereinafter “School”) for the academic year of 2019-2020 (fall 2019 and spring 2020). School hereby contracts with DSU to provide academic dual credit opportunities for the students of said School in accordance with Mississippi law and Mississippi Institutions of Higher Learning.

Responsibilities of School:

- Submit DSU-approved course syllabus for alignment with individual program outcomes, the Mississippi Institutions of Higher Learning (IHL) and the Southern Association of Colleges and Schools Commission on Colleges (SACS-COC) standards.
- Ensure that DSU Division /Department Chairs receive official transcripts and curriculum vitae for all new teacher(s) participating in the dual credit program in their specific content area. The credentialing procedure will follow the DSU Faculty Credentials Policy.
- Ensure teacher submits all necessary employment forms, including direct deposit and Mississippi withholding forms as required by the Offices of Academic Affairs and Human Resources. Teachers are paid \$67.50 per student with classes of 9 or fewer students; teachers with 10 or more enrolled are paid \$675 per course.
- Require teacher to attend essential workshops and/or trainings offered by DSU.
- Submit the course name, name of the instructor teaching the course, the anticipated enrollment per section (not just total enrollment), number of sections, and the start and end date for all courses. Due July 26, 2019.
- Submit attendance, mid-term, and final grades through DSU Online Services.
- Certify students meet the minimum requirements to participate in the dual credit program: completion of 14 core high school units (or junior level); cumulative high school GPA of 3.00; and ACT composite score of 16 OR cumulative high school GPA of 3.00 and ACT composite score of 30. Note: a 17 or better sub-test score in English is required to earn college level credit in that subject area. Also, a 17 or better sub-test score in Reading is required to earn college level credit in subjects that are reading-intensive courses, such as History.
- Submit all required forms and fees on behalf of the student prior to the enrollment deadline: application for admission, application fee, high school transcript, ACT or SAT scores, recommendation from school official, approval from parent or guardian, and

tuition and fees.

- Require students list DSU as a recipient of official test scores when completing the ACT or SAT registration form.
- Confirm students submitted online course evaluations.
- Submit Withdrawal Forms by the posted deadline on the DSU academic calendar for each student withdrawing from a course/s.

Responsibilities of Student:

- Each student must complete a Dual Credit Application *online* and provide all documentation required for DSU enrollment. The application process includes: submission of official ACT/SAT scores from the testing agency (school codes are 2190 and 1163 respectively) or ACT Tape on high school transcripts, high school transcript, permission from the school principal or guidance counselor, and approval from the parent or legal guardian signature form.
- Students must have completed a minimum of fourteen (14) core high school units and have a minimum cumulative 3.00 grade point average on a 4.00 scale OR have a minimum cumulative 3.00 grade point average on a 4.00 scale and earned a minimum ACT composite score of 30 or the equivalent SAT score.
- A minimum ACT composite of 16 is required for admission to DSU. Minimum ACT scores must be met for discipline specific course (for example: ENG, MAT, HIS).
- A qualified dually enrolled high school student shall be allowed to earn an unlimited number of university credits.
- Acceptance to the dual credit program does not qualify the student for full-time freshman admittance. To be considered for admission to DSU, the student must apply for admission as a first-time freshman and meet the admission requirements as set forth by the IHL.
- Participation in the dual credit program does not affect eligibility for freshman level scholarships.

Student Tuition and Fees:

- Dual credit fees and tuition are subject to the University Refund Policy.
- Students shall pay a one-time application fee of \$25.00.
- Tuition for dual credit instruction will be \$72.00 per 3-hour course.
- Course or lab fees may be charged.

This agreement shall remain in effect for the current academic year.
Cancellation of this agreement may be provided with a 30-day
written notice.

Superintendent

Date

School Headmaster/Principal

Date