



**AGREEMENT TO OFFER COLLEGE CREDIT COURSES
CONCURRENTLY WITH HIGH SCHOOL CREDIT COURSES
Academic Year 2021-2022**

Western Texas College will offer courses for college credit on the high school campus, online, or a combination of the two. Students enrolled in these courses may earn college credit and high school credit simultaneously. The list below is subject to change depending on need of the high school or specific student(s).

Fall 2021

BIOL 2401
CHEM 1411

Spring 2022

BIOL 2402
CHEM 1412
MATH 1314

Guidelines for the dual credit enrollment program will be as follows:

1. To be admitted into the dual credit classes, students must meet WTC's and the State of Texas' entry requirements set for all students.
2. Students will earn college credit appropriate for the course(s) taken and successfully completed.
3. Signed permission of the student's parent/guardian and high school principal on the appropriate WTC form is required.
4. College courses require a minimum of 45-48 hours of instruction for three (3) hours of college credit.
5. Instructors for dual credit classes must hold a master's degree in the appropriate field or a master's degree with 18 graduate hours in the subject field. Instructors from the public school may teach dual credit courses provided the necessary credentials have been earned by the instructor and the instructor is approved by the Dean of Instructional Affairs. Official transcripts must be on file prior to final approval.
6. When the public school instructors teach dual credit courses for WTC, compensation may be made to the school system or to the instructor, at the discretion of the school system. The amount of compensation is in accordance with WTC's dual credit faculty pay scale.
7. College regulations regarding curriculum, evaluation of instruction, course requirements, academic honesty, and student attendance will be in effect in all dual credit courses. Public school instructors teaching for WTC hold dual credit adjunct faculty status.
8. A qualified proctor, provided by the school, will be present at all times in an interactive television (ITV) classroom and available to monitor online courses. Proctors should regularly communicate with the college instructor.
9. All dual credit online WTC students must have exams proctored by a testing service provided by WTC, an approved testing center, or a designated proctor from the high school who has gone through proctor training provided by WTC.
10. Dual credit college tuition, fees, and regular textbook charges will be assessed for the courses and are the responsibility of the students.
11. Unless otherwise agreed to, classes will be taught in facilities provided by the public schools.
12. Dual Credit students with diagnosed disabilities may be eligible for services from WTC. These students must provide documentation of the disabilities and be determined eligible by the WTC ADA committee to receive accommodations. Eligibility for services at the high school level does not always ensure students will meet the criteria to receive accommodations at the college level. If accommodations are made, these accommodations may differ from course modifications provided by the high school.
13. The location of the dual credit course will determine who is responsible for providing accommodations. For courses offered on the high school campus, accommodations will be provided by the high schools, in accordance with what has been authorized by the WTC ADA committee. For courses offered on the WTC campus, accommodations will be provided by the college.



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14. WTC technology users shall not create, display, transmit, or make accessible threatening, racist, sexist, obscene, offensive, annoying or harassing language, e-mail messages, and/or material, including broadcasting unsolicited / unwanted e-mail messages (SPAM), or impersonating other users. WTC discrimination and harassment policies extend to communications via the technology infrastructure or otherwise.
15. Dual Credit Enrollment Recommendations:

WTC does not recommend first time dual credit students take more than 6 hrs their first semester.
WTC does not recommend dual credit students, with a GPA below 2.0, take more than 6 hrs.
WTC does not recommend dual credit students, with a GPA between 2.0 and 2.5, take more than 9 hrs.
WTC does not recommend dual credit students, with a GPA between 2.5 and 3.25, take more than 12 hrs.
16. Please refer to the WTC Course Catalog for other enrollment policies as well as scholastic probation/suspension

This agreement will be reviewed annually by both parties signed this 8 day of August, 2021.


Mr. Jonathan Scott, Superintendent
Albany ISD

Glen Hill
High School Principal


Mrs. Stephanie Ducheneaux, Dean of Instructional Affairs
Western Texas College