

**MEMORANDUM OF UNDERSTANDING:
TARRANT COUNTY COLLEGE DISTRICT
AND
ARLINGTON INDEPENDENT SCHOOL DISTRICT**

THIS MEMORANDUM OF UNDERSTANDING (hereinafter referred to as "MOU") is made and entered into by the Tarrant County College District, a political subdivision of the State of Texas, on behalf of Tarrant County College Southeast Campus (hereinafter referred to as "College") and Arlington Independent School District (hereinafter referred to as "AISD"), pursuant to the authority granted in compliance with Section 29.908 of the Texas Education Code,

WHEREAS, the parties to this MOU will establish an Early College High School or desire to continue an Early College High School (herein so called, or "ECHS") in the 2021-2022 academic year, which will begin by serving students in grades 9-12 (with subsequent years serving grades up to 14) to provide opportunities for academic credit college courses for high school students in accordance with Chapter 4 of the Texas Higher Education Coordinating Board ("THECB") Rules, as codified under Title 19, Part 1, Chapter 4 of the Texas Administrative Code;

WHEREAS, Services under this MOU are targeted towards traditionally underserved students (high percentage of at-risk, economically disadvantaged students, and first time college-goers), who: (1) are highly motivated but have received insufficient academic preparation; (2) may be English language learners; (3) are likely to experience difficulty in experiencing a smooth transition into postsecondary education; (4) have limited financial resources, and as a result the cost of college is prohibitive;

WHEREAS, under this MOU, Early College High Schools are small schools with enrollments of 400 or fewer students who have the potential to earn both a high school diploma and an Associate Degree, or two years of college credit toward a Bachelor's Degree, the parties agree to follow the intent of the Guiding Principles of the ECHS especially in providing ECHS classes with sufficient time for the students to complete an Associate Degree;

WHEREAS, Early College High Schools prepare high school students for successful career and educational futures through a full integration of high school, college, and the world of work; improve academic performance and self-concept; and increase high school and college/university completion rates; and

WHEREAS, it is the intention of the parties that the P-Tech shall be operated in accordance with the legislative grant of authority for Pathways in Technology Early College High School in Texas Education Code §§ 29.551 through 29.557, et. seq., and any and all rules and regulations which may be promulgated by Texas Commissioner of Education, in connection therewith, as same may presently exist or as may hereafter be amended, modified or supplemented.

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

1. Term:

- a) The term of this agreement shall commence upon signature dates found on the last page of this MOU.
- b) The MOU will end on June 30, 2024, unless otherwise amended.
- c) Each academic year the ISD will submit a Letter of Continuation to the COLLEGE as confirmation to continue with all terms listed in this Agreement and provide updated course crosswalk as needed.

2. Guiding Principles: The College and AISD will function on the following principles:

- a) Establishment of a mutually beneficial partnership between the College and AISD that allows a flexible and creative response to the organizational, mission, fiscal, and data needs of all parties.
- b) Collaboration in planning, implementation, and continuous improvement of Early College High School programs including the provision for faculty, staff, and administration, curriculum development, professional development, and student services.
- c) Provision of rigorous college readiness, technical and early college credit courses.
- d) Financial collaboration that addresses costs of all parties to this MOU and assists each in obtaining necessary funds from local, state, federal and private/foundation sources to operate the program successfully.
- e) Location of the Early College High School on the College grounds with students integrated in campus facilities and College co-curricular activities.
- f) Use of facilities including classrooms, labs, offices, and libraries that reduce operating costs and promote collaboration of students, faculty, staff, and community members in program success.
- g) Selection of students by application and/or lottery, to reflect the diversity of AISD.
- h) Vertical alignment that promotes a college-going culture in all areas: teachers, college faculty, high school, and college counselors.
- i) Collaboration that addresses the instructional calendar, instructional materials, student enrollment and attendance, as well as both the Texas Education Agency ("TEA") and the Texas Higher Education Coordinating Board ("THECB") grading periods and policies.
- j) The COLLEGE and AISD agree to a recommended minimum of 15 students per class; exceptions can be approved by Vice President for Academic Affairs.

3. Scope of Agreement and Limitations of Authority:

The parties agree as follows:

A. Governance:

- (1) The Early College High School will:
 - a. Be governed by AISD and subject to AISD's and federal policies, and
 - b. Have the autonomy to operate as an ECHS on the TCCD campus within the rules and guidelines established by the TEA, AISD and the College.
- (2) The AISD ECHS Lead Administrator

- a. Within the rules and guidelines established by TEA and AISD, will have the authority to implement and supervise:
 - i. Campus Governance;
 - ii. Campus Staffing;
 - iii. Staff appraisal with full authority in TEA's Texas Teacher Evaluation and Support System (T-TESS), including growth plans that must be followed and hire/rehire;
 - iv. Campus Budget;
 - v. Student assessment, curriculum, and scheduling;
 - vi. Campus Professional development;
 - vii. Management of school and student data for ECHS students with permission from the College and adherence to the Family Educational Rights and Privacy Act. ("FERPA"); and
 - viii. Parent and community involvement consistent with the mission and needs of the school.
- b. Will direct the ECHS administrative assistant or designee in entering attendance/ grades to the student accounting system of AISD;
- c. Will report to the AISD superintendent or his/her designee through the established AISD governance structure; and
- d. Will be the primary contact for the ECHS with the community and the College.

(3) Early College Leadership Council

- a. Serves as an advisory committee to the ECHS Lead Administrator in establishing procedures and developing a coherent program across parties.
- b. Membership will be defined by the TX ECHS Blueprint and will include, but not be limited to, representatives of AISD and the College, and/or community members. The specific membership of the Early College Leadership Council will be determined by the Superintendent of AISD and the President of the College. Members will include high-level personnel with decision-making authority.
- c. The Early College Leadership Council will meet quarterly and as needed to address:
 - i. Assessment of instructional and programmatic activities;
 - ii. The identification of problems, issues, and challenges; and
 - iii. Recommendations to the ECHS Lead Administrator for effective coordination and collaboration in the planning and continual development of the ECHS program.

B. Awarding Credit for Courses: The College will award credit for courses for which Course Crosswalks have been approved and appear in the ECHS Course Crosswalk for Early College High School (herein so called), a copy of which is attached hereto as Exhibit "A" and incorporated herein fully by reference. These courses shall have been evaluated and approved through the official College curriculum approval process in accordance with THECB requirements and TEA requirements for high school graduation and shall be at a more advanced level than courses taught at the high school level.

C. Duties of College:

The College shall have the following duties:

- (1) Waive tuition for students duly enrolled in the ECHS approved college courses;
- (2) Provide selection of text materials for college courses;
- (3) Involve full-time faculty who are teaching in the appropriate disciplines in overseeing college course selection and implementation in the ECHS;
- (4) Ensure that syllabi and course documents are followed;
- (5) Apply the standards of expectation and assessment uniformly in all venues where the College offers courses;
- (6) Ensure that all College core curriculum courses are in the students' individual ECHS graduation plan by the beginning of the high school freshman year;
- (7) Designate personnel to monitor the quality of instruction in order to assure compliance with the ECHS Course Articulation Agreement for Early College High School and the standards established by TEA, applicable accrediting agencies, and the College;
- (8) Provide access to in-house professional development opportunities offered by College that coincide with curriculum issues that will impact ECHS student success in their collegiate courses to the ECHS faculty and staff at no charge.
- (9) Provide academic support for ECHS students;
- (10) If applicable, provide an area per AISD and state and federal requirements in which students may eat lunch/meals that AISD provides;
- (11) Provide parking for ECHS faculty, staff, and appropriate students for required ECHS activities on the College campus;
- (12) Support ECHS in the process of becoming a TSI assessment site, allowing frequent testing and access to raw data that can be used to identify student weaknesses and create tailored interventions and individualized instructional plans to improve student readiness and success.

D. Duties of AISD:

AISD shall have the following duties:

- (1) Consult with College faculty and staff who teach college courses in design and implementation of these courses to assure that course goals enable students to master the TEA's State of Texas Assessments;
- (2) Pay the salaries of AISD instructors and instructional personnel;
- (3) Provide meals to qualifying students who participate in ECHS; and
- (4) Ensure that all AISD high school courses are in the students' individual graduation plan by the beginning of the high school freshman year, including College courses.
- (5) The ECHS is a TSI assessment site, or is in the process of becoming a TSI assessment site, allowing frequent testing and access to raw data that can be used to identify student weaknesses and create tailored interventions and individualized instructional plans to improve student readiness and success.

- E. Enhanced Educational Opportunities:** The ECHS will implement the requirements of House Bill 5 (2013), including, but not limited to, a bridge academic enrichment program as well as college social and academic participation.

F. Faculty: AISD Faculty meeting TEA and Southern Association of Colleges and Schools Commission on Colleges ("SACSCOC") requirements, as appropriate, will be provided by AISD and College. To teach in the ECHS, AISD employees must meet state certification requirements in their subject area to teach in the state of Texas.

Faculty members of ECHS employed by AISD will be evaluated annually by the AISD, using AISD guidelines and accordance with AISD School Board policy. AISD faculty teaching college courses will be evaluated annually in accordance with College policies and procedures by TCCD.

G. Classroom and Office Facilities:

- (1) All courses under this MOU, including high school courses of the ECHS, will be conducted at the ECHS facility and the College.
- (2) College shall provide office and classroom space for the high school as appropriate.
- (3) Students, faculty, and staff of the ECHS will have access to instructional and non-instructional materials and other resources available on the campus of the College, in keeping with the guiding principles enumerated earlier.
- (4) The ECHS facility will be provided, owned, and maintained as more particularly set forth in the Facilities Use Agreement (FUA), attached hereto and incorporated by reference.
- (5) Students, faculty, and staff of the ECHS will be provided with a College identification card and, as appropriate, parking passes.
- (6) The furniture, fixtures, equipment, and inventory in the ECHS facility will be provided, owned, and maintained as more particularly set forth in the FUA.

H. Tuition and Fees: The College will waive tuition and fees for high school students enrolled in the ECHS credit courses based on the ECHS Course Crosswalk. The College will waive Texas Success Initiative ("TSI") Assessment administration cost. AISD shall pay for college tuition (for all dual credit courses, including retakes/Third Attempt Rule, fees (including TSI administration fees), and required textbooks to the extent those charges are not waived by the partnered IHE.

I. Student Learning Materials:

- (1) College-approved textbooks, syllabi and course outlines shall apply to all College courses and to all students in the courses when offered under the provisions of the ECHS Course Crosswalk for the ECHS.
- (2) All textbooks and supplemental materials required for classes outlined in the ECHS Course Crosswalk for ECHS shall be provided by AISD.
- (3) All textbooks and supplemental materials required for classes not outlined under the provisions of the ECHS Course Crosswalk for ECHS shall be provided by AISD.
- (4) College approved textbooks purchased by AISD for cohort classes may be used for a time period of three years once the book is selected.
- (5) All TCC Plus (Inclusive Access) course sections required for classes outlined in the ECHS Course Crosswalk shall be provided by AISD.

J. Grading Policies: College credit for each ECHS student should appear on the College transcript as the student completes a course. The transcription of College

credit will be the responsibility of the College, and transcription of high school credit will be the responsibility of AISD. AISD will determine how the College grade will be recorded in the high school transcript for grade point average ("GPA") and ranking purposes. AISD will ensure that the student handbook (referenced below) provided to ECHS parents and students clearly sets forth the process and AISD's authority in this matter.

K. Recruitment, Selection and Enrollment of Students:

- (1) Student recruitment of AISD eighth graders for any vacant slots will occur annually.
- (2) College will assist with recruitment, selection, enrollment, and retention, as necessary, for all students who are qualified and wish to enroll in the Early College High School.
- (3) AISD attendance policies and procedures will be followed as to high school courses, and College attendance policies and procedures will be followed as to College courses.
- (4) Students will not be given permission to return to their home high school until the ECHS Lead Administrator has counseled with the student's parent(s) and/or guardian(s), and the original high school Lead Administrator. Modifications in placement shall be subject to AISD's transfer policy.

L. Instructional Calendar:

- (1) The instructional calendar will be based on the college master calendar.
- (2) State mandated assessments will follow the State Board of Education and TEA compliance standards.
- (3) Inclement weather procedures will be established in consultation with all parties to this MOU.

M. Transportation: AISD shall transport ECHS students from the home campus to the ECHS campus and the College, as applicable. It is expressly agreed that all such transportation as well as the acts and omissions of all transportation personnel are the sole and exclusive responsibility of AISD. To the extent permitted by Texas law, and without waiving any defenses including governmental immunity, AISD agrees to be solely responsible for its own acts of negligence and solely responsible for all liabilities and obligation, incurred by or asserted against the College, its trustees, officers, employees, and assistants, that arise out of or in connection with the transportation of the ECHS students. Moreover, throughout the term of this MOU, AISD shall maintain the insurance coverage agreed to by AISD and the College. The provisions in this paragraph are solely for the benefit of the College, its trustees, officers, employees, and agents, and are not intended to create or grant any rights, contractually or otherwise, to any third party.

N. Student Code of Conduct:

ECHS students, faculty and staff shall adhere to the following including communication regarding incident and mandatory reporting:

- Title IX and Clery
- Policies and procedures of AISD;
- Policies and procedures of the College, including the student

handbook;

- Procedures listed in a student handbook prepared by AISD and approved by the College;
- Procedures listed in a teachers manual prepared by AISD and approved by the College;
- Policies in the College Board of Trustees Policies and Administrative Procedures Manual

Both parties shall provide access to the documents reference above.

O. Media and Public Relations: Media and public relations regarding the ECHS will be managed cooperatively, according to AISD and College protocols that are appropriate under the particular circumstances.

P. Student Progress and Support: The following steps will be taken by the parties to this MOU to assist those students who may not be performing satisfactorily to succeed. At the college, students will receive the same support services provided to all college students. At AISD, in addition to class size reduction and providing tutoring during the school day, each student will be assigned a teacher mentor/advisor in high school. During a specifically scheduled weekly advisory period, a teacher mentor/advisor will meet with students to oversee their academic progress, monitor grading and matriculation decisions, and advise students on making positive post-graduation plans.

AISD will assign a specific counselor to the ECHS. The individual will provide academic and counseling support to the ECHS learning community's students and their parents and work with College student services personnel assigned to the ECHS in the areas of test preparation, remediation, and the development of an integrated support system for ECHS students across the two parties as well as transferability and applicability to baccalaureate degree plans.

Q. Evaluation, Research and Development: Under the supervision and/or cooperation of the Early College Leadership Council, an evaluation of the program and of the effectiveness of the collaboration will take place each academic year. The results of the evaluation will be reported at the end of each academic year. This evaluation will satisfy all federal and state guidelines for the evaluation and updating of the next MOU and program improvement initiatives.

Annually, evaluation data will be collected by the party who generates the data and will review: number of credit courses taken and earned, GPAs, state assessments results, Scholastic Aptitude Test, Pre-Scholastic Aptitude Test and American College Testing scores, TSI readiness by grade level, matriculation of high school students in four- year colleges/universities and level of entry, enrollment/retention rates, leaver codes and attrition rates, student participation in activities at the College, qualifications of ECHS staff, and location(s) where courses are taught. The Lead Administrator will lead the Early College Leadership Council in the annual review and report completion.

R. Project Reporting: Under the supervision and/or cooperation of the Early College Leadership Council, an annual report, and other reports, as required, will be prepared,

and submitted to the administration of TEA on the progress of the ECHS under its purview. The report will be provided to participating parties and others as deemed appropriate by the parties to this MOU.

- 4. Indemnification:** To the extent permitted under Texas law and without waiving any defenses including governmental immunity, each party to this MOU agrees to be responsible for its own acts of negligence, which may arise in connection with any and all claims for damages, costs and expenses to persons and property that may arise out of or be occasioned by this MOU or any of its activities or from any act or omission of any employee or invitee of the parties to this MOU. The provisions in this paragraph are solely for the benefit of the parties to this MOU and are not intended to create or grant any rights, contractually or otherwise, to any third party.
- 5. Renewal:** Subject to prior termination or revocation of this MOU as provided in Section 6 of this MOU, the initial term of this MOU is in full force and effect beginning with the date of final execution by both parties and ending June 30, 2024. At least one hundred twenty (120) days before the expiration of the initial term and any subsequent renewal terms, the College and AISD shall review this MOU and may renew this MOU on approval of the College and AISD.
- 6. Right of Revocation:** Subject to the provisions of Section 7 below, any party may terminate this MOU without cause with 120 days written notice to the other parties. Upon the occurrence of a breach of this MOU by one of the parties, the non-defaulting party shall give written notice to the defaulting party specifying such breach. If such breach is not cured on or before thirty (30) days after receipt of such notice, the non-defaulting party may terminate this MOU. A breach of this MOU includes, but is not limited to, a violation of the policies and rules of the College or of AISD, the making of a misrepresentation or false statement by one of the parties, or the occurrence of a conflict of interest between the parties. If MOU is terminated during an academic term, the parties shall nonetheless continue to perform as provided in this MOU in order to allow students enrolled in classes under this MOU to finish their coursework for that academic term. Any termination of this MOU prior to its expiration date that occurs during an academic term shall not relieve either party of its obligation to operate the ECHS until the completion of that academic term, and the parties shall continue to be responsible for their obligations and rights under the MOU through such time.
- 7. Discontinuation of Operation:**
 - A. If operation of the Early College High School should discontinue with only a 9th grade cohort, operation must be discontinued at the end of the school year in which the parties decide to close the ECHS.
 - B. If operation of the Early College High School should discontinue with only 9th and 10th grade cohorts, operation must be discontinued at the end of the school year in which the parties decide to close the ECHS.
 - C. If the ECHS has enrolled an 11th grade cohort, operation will continue through that cohort's scheduled graduation from the ECHS. Services to enrolled 9th and 10th grade students may be continued through graduation of those cohorts by agreement of the parties to this MOU.
 - D. While in the process of discontinuing operation, the ECHS will not enroll any additional

students in the ECHS in grades that have been phased out.

E. While the ECHS is in the process of discontinuing operation, it will continue to meet all of the required design elements and provide full support for all students enrolled in the ECHS.

8. Assignment: No party may assign their interest in the MOU without the written permission of the other party.

9. Limitations of Authority:

- A. Neither party has authority for acting on behalf of the other except as provided in this MOU. No other authority, power, partnership, or use of rights are granted or implied.
- B. This MOU represents the entire agreement by and between the parties and supersedes all previous letters, understanding or oral agreements between the College and AISD. Any representations, promises, or guarantees made but not stated in the body of this MOU are null and void and of no effect.
- C. Neither party may make, revise, alter, or otherwise diverge from the terms, conditions or policies which are subject to this MOU without a written amendment to this MOU. Changes to this MOU are subject to the approval of the College, AISD and their respective legal advisors and Boards of Trustees.
- D. Neither party may incur any debt, obligation, expense, or liability of any kind against the other without the other's express written approval.

10. Waiver: The failure of any party hereto to exercise the rights granted them herein upon the occurrence of any of the contingencies set forth in this MOU shall not in any event constitute a waiver of any such rights upon the occurrence of any such contingencies.

11. Applicable Law: This MOU and all materials and/or Issues collateral thereto shall be governed by the laws of the State of Texas.

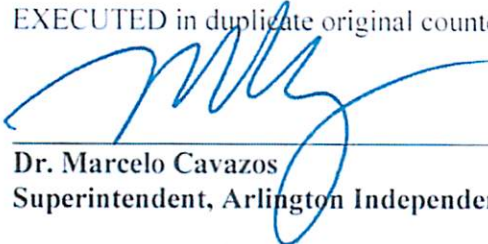
12. Venue: Venue to enforce this MOU shall lie exclusively in Tarrant County, Texas.

13. Miscellaneous Provisions:

- A. Neither party shall have control over the other party with respect to its hours, times, employment, etc.
- B. The parties warrant that their mutual obligations shall be performed with due diligence in a safe and professional manner and in compliance with any and all applicable statutes, rules, and regulations. Parties to this MOU shall comply with all federal, state, and local laws.
- C. If the Texas Higher Education Coordinating Board adopts new guidelines for Early College High School programs during the term of this MOU, the new guidelines shall prevail and shall cause the parties to execute an amendment to the MOU if necessary.

14. **Signatory Clause:** The individuals executing this Agreement on behalf of the College District and AISD acknowledge that they are duly authorized to execute this Agreement on behalf of their respective Lead Administrator. All Parties hereby acknowledge that they have read and understood this Agreement.

EXECUTED in duplicate original counterparts effective upon the date indicated below.



Dr. Marcelo Cavazos (S) 10-29-20
Superintendent, Arlington Independent School District Date

Eugene Giovannini, Ed.D.

Dr. Eugene Giovannini 01/25/2021
Chancellor, Tarrant County College District Date

Approved as to Form : /s/ Scott Thomas _____
ISD Legal Services Date

Approved as to Form *Carol Ware Bracken* 1-8-21
TCCD Legal Services Date

Bowie P-TECH

Associate of Arts with Central Sterile Processing Level I Certificate

9 th Grade		10 th Grade		11 th Grade		12 th Grade		
High School	English I or II	English I or II	English II or *III	English II or *III	*English III or IV	*English III or IV	*English IV	*English IV
	Algebra I or Geometry	Algebra I or Geometry	Geometry or Algebra II	Geometry or Algebra II	Algebra II or *Pre-Calculus or *Statistics	Algebra II or *Pre-Calculus or *Statistics	*Pre-Calculus or *Calculus or *Statistics	*Pre-Calculus or *Calculus or *Statistics
	*AP Human or W. Geo	*AP Human or W. Geo	*AP World History	*AP World History	*AP US History	*AP US History	*Government	Economics
	Biology	Biology	Chemistry	Chemistry	Adv Science	Adv Science	Adv Science	Adv Science
	PATH 1 or similar	PATH 1 or similar	PATH 2 or similar	PATH 2 or similar	PATH 3 or similar	PATH 3 or similar	PATH 4 or similar	PATH 4 or similar
College	<input type="checkbox"/> SPCH 1315 (03240900)	<input type="checkbox"/> DRAM1310 (03250100)	<input type="checkbox"/> KINE 1164 (PES00052)	<input type="checkbox"/> HPRS 1206^ (13020300)	<input type="checkbox"/> *ENGL 1301 (A3220100)	<input type="checkbox"/> *ENGL 1302 (A3220100)	<input type="checkbox"/> *ENGL 2322 (A3220200)	<input type="checkbox"/> *ECON 2301 (A3310200)
			<input type="checkbox"/> HPRS 1202^ (13020200)		<input type="checkbox"/> *HIST 1301 (A3340100)	<input type="checkbox"/> *HIST 1302 (A3340100)	<input type="checkbox"/> *GOVT 2305 (A3330100)	<input type="checkbox"/> *GOVT 2306 (03380001)
					<input type="checkbox"/> *MATH 1342 (A3100200)		<input type="checkbox"/> *MATH 1342 (A3100200) or <input type="checkbox"/> *MATH 1314 (IHE11100)	<input type="checkbox"/> *MATH 1342 (A3100200) or <input type="checkbox"/> MATH 1314 (IHE11100)
					<input type="checkbox"/> *BIOL 2401 (13020600)	<input type="checkbox"/> *BIOL 2402 (13020600)	<input type="checkbox"/> HPRS 1370 (13020500)	<input type="checkbox"/> HPRS 1561 (13020500)
							<input type="checkbox"/> HPRS 1470 and HPRS 1471 (13020510)	<input type="checkbox"/> *BIOL 2420^ (13020700)
	*TSI Passing Score Required (PEIMS CODE)		Associates Degree: Associates of Arts Certifications: Central Sterile Processing Level I					
The COLLEGE DISTRICT and SCHOOL DISTRICT will utilize Attachment A to collaborate strategic course offerings for students participating in the dual credit program toward college degree completion through the term of the agreement. Career and Technical Education (CTE) program requirements will be provided for CTE course offerings.								

Level I certificate courses include HPRS 1370, HPRS 1470, HPRS 1471, and HPRS 1561, totaling 16 hours which fulfill bulk of elective hours.

^Remaining elective hours can be HPRS 1202, HPRS 1206, or BIOL 2420.

Central Sterile Processing Level 1

HPRS 1470 - Central Sterile Processing I

HPRS 1370 - Central Sterile Processing II

HPRS 1471 - Central Sterile Processing III

HPRS 1561 - Clinical-Health Services/Allied Health/Health Sciences

Bowie P-TECH
Associate of Applied Science in Health Information Technology
(w/Medical Coding Workforce option)

9 th Grade		10 th Grade		11 th Grade		12 th Grade		
High School	English I or II	English I or II	English II or *III	English II or *III	*English III or IV	*English III or IV	*English IV	*English IV
	Algebra I or Geometry	Algebra I or Geometry	Geometry or Algebra II	Geometry or Algebra II	Algebra II or *Pre-Calculus or *Statistics	Algebra II or *Pre-Calculus or *Statistics	*Pre-Calculus or *Calculus or *Statistics	*Pre-Calculus or *Calculus or *Statistics
	*AP Human or W. Geo	*AP Human or W. Geo	*AP World History	*AP World History	*AP US History	*AP US History	*Government	Economics
	Biology	Biology	Chemistry	Chemistry	Adv Science	Adv Science	Adv Science	Adv Science
	PATH 1 or similar	PATH 1 or similar	PATH 2 or similar	PATH 2 or similar	PATH 3 or similar	PATH 3 or similar	PATH 4 or similar	PATH 4 or similar
College		<input type="checkbox"/> DRAM1310 (03250100)		<input type="checkbox"/> HPRS 1206 (13020300)	<input type="checkbox"/> *ENGL 1301 (A3220100)	<input type="checkbox"/> *PSYC 2301 (A3350100)	<input type="checkbox"/> *HITT 1301 (N1302108)	<input type="checkbox"/> *HITT 1345 (12701500)
			<input type="checkbox"/> HPRS 2200 (130209500)	<input type="checkbox"/> HPRS 2201 (13020800)	<input type="checkbox"/> *BIOL 2401 (13020600)	<input type="checkbox"/> *BIOL 2402 (13020600)	<input type="checkbox"/> *HITT 1311 (13020960)	<input type="checkbox"/> *HITT 1342' (N1302108)
							<input type="checkbox"/> HITT 1341' (13020960)	<input type="checkbox"/> *HITT 1253 (12701500)
	*TSI Passing Score Required (PEIMS CODE)		Associates Degree: Associates of Applied Science in Health Information Technology Certifications: Medical Coding workforce Certificate available (see note below)				NOTE: Students have option to continue courses for year 13 (see next page)	

The COLLEGE DISTRICT and SCHOOL DISTRICT will utilize Attachment A to collaborate strategic course offerings for students participating in the dual credit program toward college degree completion through the term of the agreement. Career and Technical Education (CTE) program requirements will be provided for CTE course offerings.

! **Certifications:** Medical Coding workforce Certificate available if students take SCIT 1000, HITT 1005, HITT 1013, and HITT 2046 as non-credit courses and pass American Academy of Professional Coders (AAPC) exam, which would grant PLA credit for HITT 1341, HITT 1342, and HITT 2346

ASSOCIATE OF APPLIED SCIENCE IN HEALTH INFORMATION TECHNOLOGY (WITH MEDICAL CODING WORKFORCE OPTION)

SUMMER I (AFTER 12TH):

- *HITT 2346 - Advanced Medical Coding¹
- *HITT 2335 - Coding and Reimbursement Methodologies

FALL (YEAR 13):

- *HITT 2343 - Quality Assessment/Performance Improvement
- *HITT 2260 - Clinical -Health Information and Medical Records Technology/Technician

SPRING (YEAR 13):

- *HITT 2326 - Project Management for Health Professionals
- *HITT 2261 - Clinical – Health Information and Medical Records Technology/Technician
- *HITT 2149 - RHIT Competency Review
- *HITT 2339 - Health Information Organization and Supervision

Bowie P-TECH

Associate of Arts with Level I Certification in Ophthalmic Technician

(with Non-Credit Workforce Option, Level I and Level II Certificates leading to AAS in Ophthalmic Technician)

9 th Grade		10 th Grade		11 th Grade		12 th Grade		
High School	English I or II	English I or II	English II or *III	English II or *III	*English III or IV	*English III or IV	*English IV	*English IV
	Algebra I or Geometry	Algebra I or Geometry	Geometry or Algebra II	Geometry or Algebra II	Algebra II or *Pre-Calculus or *Statistics	Algebra II or *Pre-Calculus or *Statistics	*Pre-Calculus or *Calculus or *Statistics	*Pre-Calculus or *Calculus or *Statistics
	*AP Human or W. Geo	*AP Human or W. Geo	*AP World History	*AP World History	*AP US History	*AP US History	*Government	Economics
	Biology	Biology	Chemistry	Chemistry	Adv Science	Adv Science	Adv Science	Adv Science
	PATH 1 or similar	PATH 1 or similar	PATH 2 or similar	PATH 2 or similar	PATH 3 or similar	PATH 3 or similar	PATH 4 or similar	PATH 4 or similar
College	<input type="checkbox"/> SPCH 1315 (03240900)	<input type="checkbox"/> DRAM1310 (03250100)	<input type="checkbox"/> KINE 1164 (PES00052)	<input type="checkbox"/> HPRS 1206 (13020300)	<input type="checkbox"/> *ENGL 1301 (A3220100)	<input type="checkbox"/> *ENGL 1302 (A3220100)	<input type="checkbox"/> *ENGL 2322 (A3220200)	<input type="checkbox"/> *ECON 2301 (A3310200)
			<input type="checkbox"/> HPRS 1202 (13020200)		<input type="checkbox"/> *HIST 1301 (A3340100)	<input type="checkbox"/> *HIST 1302 (A3340100)	<input type="checkbox"/> *GOVT 2305 (A3330100)	<input type="checkbox"/> *GOVT 2306 (03380001)
					<input type="checkbox"/> *MATH 1342 (A3100200)		<input type="checkbox"/> *MATH 1342 (A3100200) or <input type="checkbox"/> *MATH 1314 (IHE11100)	<input type="checkbox"/> *MATH 1342 (A3100200) or <input type="checkbox"/> *MATH 1314 (IHE11100)
					<input type="checkbox"/> *BIOL 2401 (13020600)	<input type="checkbox"/> *BIOL 2402 (13020600)	<input type="checkbox"/> OPTS 1019# (13020500)	<input type="checkbox"/> OPTS2045# (13020510)
					<input type="checkbox"/> OPTS 1011# (N1302106)	<input type="checkbox"/> OPTS 1015# (13020500)	<input type="checkbox"/> OPTS 2041# (13020510)	
	*TSI Passing Score Required (PEIMS CODE)		Associates Degree: Associate of Arts, Associate of Applied Science Certifications: Ophthalmic Assistant Level I and Level 2					

The COLLEGE DISTRICT and SCHOOL DISTRICT will utilize Attachment A to collaborate strategic course offerings for students participating in the dual credit program toward college degree completion through the term of the agreement. Career and Technical Education (CTE) program requirements will be provided for CTE course offerings.

Courses are offered as non-credit; upon successful completion of course(s), PLA process will convert non-credit courses to credit courses and once converted to credit courses, will be eligible to satisfy electives for Associate of Arts.

Completion of Level I Certificate (as built into the high school curriculum above and indicated with #) prepares students to continue working towards a Level 2 Certificate and Associate of Applied Science in Ophthalmic Technician. Students are eligible to complete Associate of Applied Science degree independent of the Associate of Arts, provided all necessary courses outlined below are successfully completed.

Associate of Applied Science in Ophthalmic Technician

(Non-Credit Workforce Option, Level 1, 2, and 3 Certificates)

Ophthalmic Assistant – Level 1 (students can take CE course and then request college credit upon successful completion for these Level 1 courses.)

- OPTS 1011 - The Visual System
- OPTS 1015 - Basic Contact Lenses
- OPTS 1019 - Vision Care Office Procedures
- OPTS 2041 - Ophthalmic Techniques
- OPTS 2045 - Advanced Ophthalmic Techniques

Ophthalmic Assistant – Level 2 - (plus all Level 1 courses)

- OPTS 1366/1266 - Practicum (or Field Experience) - Opticianry/Ophthalmic Dispensing Optician
- OPTS 1266 - Practicum (or Field Experience) - Opticianry/Ophthalmic Dispensing Optician
- ENGL 1301 - Composition I
- MATH 1314 - College Algebra
- DRAM 1310 - Introduction to Theatre

Ophthalmic Assistant – Associate of Arts - (plus all Level 2 courses)

- OPTS 1305 - Geometric Optics
- OPTS 2366 - Practicum (or Field Experience) - Opticianry/Ophthalmic Dispensing Optician
- OPTS 1492 - Special Topics in Optical Technician/Assistant
- OPTS 2335 - Advanced Contact Lenses
- OPTS 2350 - Ophthalmic Surgical Techniques
- OPTS 2367 - Practicum (or Field Experience) - Opticianry/Ophthalmic Dispensing Optician
- HUMA 1301 - Introduction to Humanities I
- PSYC 2301 - General Psychology
- SPCH 13XX - Public Speaking

Bowie P-TECH

Associate of Arts with Pharmacy Tech

(workforce certificate; pending C&I Approval in 2021 for credit-level offering in Fall 2022)

9 th Grade		10 th Grade		11 th Grade		12 th Grade		
High School	English I or II	English I or II	English II or *III	English II or *III	*English III or IV	*English III or IV	*English IV	*English IV
	Algebra I or Geometry	Algebra I or Geometry	Geometry or Algebra II	Geometry or Algebra II	Algebra II or *Pre-Calculus or *Statistics	Algebra II or *Pre-Calculus or *Statistics	*Pre-Calculus or *Calculus or *Statistics	*Pre-Calculus or *Calculus or *Statistics
	*AP Human or W. Geo	*AP Human or W. Geo	*AP World History	*AP World History	*AP US History	*AP US History	*Government	Economics
	Biology	Biology	Chemistry	Chemistry	Adv Science	Adv Science	Adv Science	Adv Science
	PATH 1 or similar	PATH 1 or similar	PATH 2 or similar	PATH 2 or similar	PATH 3 or similar	PATH 3 or similar	PATH 4 or similar	PATH 4 or similar
College	<input type="checkbox"/> SPCH 1315 (03240900)	<input type="checkbox"/> DRAM 1310 (03250100)	<input type="checkbox"/> KINE 1164 (PES00052)	<input type="checkbox"/> HPRS 1206 (13020300)	<input type="checkbox"/> *ENGL 1301 (A3220100)	<input type="checkbox"/> *ENGL 1302 (A3220100)	<input type="checkbox"/> *ENGL 2322 (A3220200)	<input type="checkbox"/> *ECON 2301 (A3310200)
			<input type="checkbox"/> PHRA 1001 (N1302103)	<input type="checkbox"/> PHRA 1002 (N1302103)	<input type="checkbox"/> *HIST 1301 (A3340100)	<input type="checkbox"/> *HIST 1302 (A3340100)	<input type="checkbox"/> *GOVT 2305 (A3330100)	<input type="checkbox"/> *GOVT 2306 (03380001)
					<input type="checkbox"/> *BIOL 2401 (13020600)	<input type="checkbox"/> *BIOL 2402 (13020600)	<input type="checkbox"/> *MATH 1342 (A3100200) or <input type="checkbox"/> *MATH 1314 (IHE11100)	<input type="checkbox"/> *MATH 1342 (A3100200) or <input type="checkbox"/> *MATH 1314 (IHE11100)
					<input type="checkbox"/> *MATH 1342 (A3100200)	<input type="checkbox"/> *PSYC 2301 (A3350100)	<input type="checkbox"/> PHRA 1009 (13020500)	<input type="checkbox"/> PHRA 1043 (13020500)
					<input type="checkbox"/> *PHRA 1004 (13020950)	<input type="checkbox"/> *PHRA 1005 (13020950)	<input type="checkbox"/> *BIOL 2420 (PEIMS CODE)	<input type="checkbox"/> *PSYC 2314 (13014300)
	*TSI Passing Score Required (PEIMS CODE)		Associates Degree: Associates of Arts Certifications: Pharmacy Tech Occupational Skills Award - with pending approval for credit-level in fall 2022; upon approval, PHRA courses will be renumbered to reflect college-level coursework and will satisfy elective hours (first semester of PHRA courses will occur fall 2023)					

The COLLEGE DISTRICT and SCHOOL DISTRICT will utilize Attachment A to collaborate strategic course offerings for students participating in the dual credit program toward college degree completion through the term of the agreement. Career and Technical Education (CTE) program requirements will be provided for CTE course offerings.

Occupational Skills Award

PHRA 1001 - Introduction Pharmacy Technician

PHRA 1002 - Pharmacy Law

PHRA 1004 - Pharmacotherapy & Disease

PHRA 1005 - Drug Classification

PHRA 1009 - Pharmacy Mathematics

PHRA 1043 - Pharmacy Technician Certification Review