

DUAL CREDIT PROGRAM

ARTICULATION AGREEMENT

For
Dual Credit Between

Purdue University and _____ High School

This Agreement is entered into as of _____, by and between Purdue University and _____ High School. This agreement sets out the terms and conditions of the dual credit program offered by these two institutions in accordance with Indiana House Bill 1246.

Purdue University and _____ High School do hereby agree to the following:

I. Statement of Intent

The purpose of this articulation agreement is to provide a basis for a cooperative effort between these two educational institutions to benefit committed high school students who wish to earn credit for taking courses at _____ High School that are offered in conjunction with Purdue University. This document will serve as evidence of a formal agreement between the two parties to offer select Purdue courses for dual credit. This document also articulates specific guidelines and requirements agreed upon by both institutions.

II. Articulation Principles

A. _____ High School and Purdue University hereby agree to establish and collaborate on providing select dual credit courses in the spirit of providing enhanced educational opportunities to the students of _____ High School.

B. _____ High School agrees to implement each Purdue dual credit course according to the same standards of academic integrity as other classes at Purdue University. Each Purdue course offered must be equivalent to the course taught on campus in content, assignments, prerequisites, labs, exams, texts uses, class size limitations, and other possible course requirements.

C. _____ High School agrees to assign a qualified teacher who has been approved by the corresponding Purdue University Academic Department(s) to teach the course(s) and work in collaboration with the appropriate Academic Department Faculty Liaison(s). The teacher(s) will be required to attend a summer training seminar every five years.

_____ High School will allow the Academic Faculty Liaison(s) to conduct at least one site visit during each semester the course(s) is/are taught and will provide the Liaison(s) with samples of student work including papers, lab reports, mid-term exams, and finds.

_____ High School and the teacher(s) assigned also agree to participate in course evaluations, program reviews, and assessments.

- D. Students who successfully complete the dual credit course will receive appropriate course credit and a Purdue University transcript certifying that the credit is applicable towards degree requirements at Purdue University and other institutions. **Whether or not that the use of that credit is allowed by any institution other than Purdue University is under the sole discretion of that institution.**

III. **High School Faculty Credentials**

- A. _____ High School and the participating academic department at Purdue assume joint responsibility for the nomination of the high school teachers. The selection of high school teachers is done by applying the same standards applied to any adjunct, affiliate, or associate faculty teaching on the Purdue campus. Final approval of the teachers, however, is made by the Purdue University Academic Department.
- B. High School faculty should have a Master's Degree in the subject area in which they are to teach or 30 equivalent graduate hours in a related field. If teachers have less than 30 semester hours, they are required to successfully complete 6 credit hours of coursework in a related field for every year that they teach a dual credit course until they reach 30 hours or are awarded a Master's degree.

IV. **Student Academic Standards**

- A. To receive credit for Purdue University dual credit courses students must complete an application, be accepted as a **non-degree high school** student, pay tuition to the Bursar by the designated due date, and pass the course according to Purdue University standards. To validate compliance with Purdue academic standards, graded exams and assignments will be forwarded to Purdue by the High School teacher teaching the course.
- B. Student applications will be reviewed individually and admitted according to the same holistic admission standards used by Purdue University. Students must meet the individual department prerequisites for admission to specific courses. Students also must be recommended by the appropriate teacher, a guidance counselor, or a principal.

V. **Tuition and Fees**

- A. Tuition will be charged at a rate as determined by the Board of Trustees for each Purdue credit hour earned.
- B. Students who qualify for free and reduced lunches and meet the standards for admission will have their tuition waived upon providing documentation of said need.
- C. Students who qualify as children of disabled veterans and meet the standards for admission will have their tuition waived upon providing documentation.
- D. Students will be billed directly by the Office of the Bursar at Purdue University and will not receive a transcript until credits are paid.

VI. Books and Materials

- A. _____ High School and/or the students themselves agree to assume **responsibility for all textbooks, lab materials, etc.**

VII. Effective Date, Amendment, and Termination

- A. Terms of this Articulation Agreement for Purdue's Dual Credit Program will be effective beginning Fall semester 20____.
- B. Each institution will inform the other through its academic representatives of any institutional plans or changes that have impact on the contents of this Articulation Agreement prior to implementing those plans or changes.
- C. Written notice of intent to terminate or withdraw from this Articulation Agreement will be submitted by the academic head of either institution not less than one calendar year prior to the proposed date of termination/withdrawal.

VIII. Dual Credit Course Implementation

For each dual credit course to be offered at _____ High School, the Dual Credit Enrollment Program Course Approval form (attachment A) shall be completed and approved.

IX. Compliance with Law

Each party to this Agreement shall at times comply with all applicable law, Federal and State.

ARTICULATION AGREEMENT SIGATURE PAGE

For
Dual Credit Between

Purdue University and _____ High School

Assistant Provost, Dual Credit Director Date
Purdue University

Purdue Department Liaison Date
Office of Academic Programs, Purdue University

High School Instructor Date
_____ High School

High School Principal Date
_____ High School





DUAL CREDIT PROGRAM

Purdue University

Attachment A

Dual Credit Program Course Approval and Course Registration Form

College: (Check one) College of Agriculture College of Education College of Liberal Arts
 College Of Science College of Technology

High School: _____

Address: _____

Academic year course will be offered: _____

Please indicate the semester during which the course will be offered.

FALL: SPRING:

Course #: _____ Course Title: _____

Credit Hours: _____ Day class is held: _____ Time class is held: _____ Room #: _____

Course Description: _____

Instructor: _____
(PLEASE PRINT)

Email Address

Phone Number

This course shall be offered subject to the terms of the Articulation Agreement for Dual Credit Courses between Purdue University and _____ High School dated _____, 20__.

Signatures of High School Instructor and Principal indicate all information is correct. Signatures of University Liaison and Departmental Coordinator indicate information has been approved.

High School Instructor: _____

High School Principal: _____

Purdue Department Liaison: _____

College Dean: _____

Please return to: Nancy Bulger, Ph.D.
Assistant Provost
Dual Credit Enrollment Program
Purdue University
610 Purdue Mall, Hovde Hall, Room 100
West Lafayette, IN 47907-2040
Ph. 765-494-9709 Fax 765-496-2031
Email: bulger@purdue.edu