



**Amarillo College**

**DUAL CREDIT AGREEMENT  
AMARILLO COLLEGE –**

In order to provide students of Richard Milburn Academy with the most appropriate educational experiences, Amarillo College and Richard Milburn Academy enter into this agreement to award dual credit for certain specific courses. Dual credit refers to the practice of awarding college academic credit at both institutions for a course completed at either institution. As of the date of this agreement, the courses identified in the attached list are approved. Other courses may be added as experience indicates other student needs. Updates will be made each semester through the ISD dual credit coordinator's office. The following general requirements must be met in order for the student to receive credit for a dual credit course earned at Amarillo College.

**STUDENT ELIGIBILITY**

The student must complete an Amarillo College Application for Admission and be accepted to the college.

The student must meet established entrance requirements at Amarillo College as well as appropriate prerequisites for any course, including Texas Success Initiative mandates.

Eligibility for extracurricular activities will to be determined by the high school on a course-by-course basis.

Students enrolling in courses for credit at Amarillo College under this agreement will have all the rights and responsibilities and be subject to all policies as any other student. All policies and student rights may be found at <http://www.actx.edu>.

**COURSE REQUIREMENTS**

Dual credit courses may be composed of dual credit students only or of dual and college credit students. Exceptions for a mixed class, which would also include high school credit-only students, may be allowed only under one of the following conditions:

(1) If the course involved is required for completion under the State Board of Education High School Program graduation requirements, and the high school involved is otherwise unable to offer such a course.

(2) If the high school credit-only students are College Board Advanced Placement students.

(3) If the course is a career and technology/college workforce education course and the high school credit-only students are earning articulated college credit.

Courses approved for dual credit instruction (other than technical/vocational) must be listed in the Texas Common Course Numbering System as transferable to four-year institutions  
Eligible Courses.

(1) Courses offered for dual credit by public two-year associate degree granting institutions must be identified as college-level academic courses in the current edition of the Lower Division Academic Course Guide Manual adopted by the Board or as college-level workforce education courses in the current edition of the Workforce Education Course Manual adopted by the Board.

(2) Courses offered for dual credit by public universities must be in the approved undergraduate course inventory of the university.

(3) Public colleges may not offer remedial and developmental courses for dual credit.

Dual credit courses will be equivalent to the corresponding course offered to non-dual credit students with respect to the curriculum, materials, instruction, and method/rigor of student evaluation. Oversight will rest with the college department under which the course resides.

Dual Credit courses will be permanently recorded on the Amarillo College transcript at the completion of the course. The ISD is responsible for transcription of high school credit.

#### **FACULTY REQUIREMENTS**

All faculty teaching dual credit courses must meet the minimum qualifications established by Amarillo College and their accrediting body, Southern Association of Colleges and Schools, for the specific course and be subject to the Amarillo College instructor/course evaluation program. Faculty will go through an interview process and be subject to all department requirements. Dual credit faculty will be supervised by the appropriate Amarillo College faculty member.

#### **LIBRARY**

Access to Amarillo College Librarians and other Library resources for dual credit courses will be equivalent to the corresponding course offered to non-dual credit students. Students will maintain full access to the coordinating ISD Library and Librarians.

Dual credit faculty who wish to schedule a face-to-face Library Instruction session will be expected to schedule with the Amarillo College Library staff or an ISD Librarian who has attended an Amarillo College Library training session. Face-to-face instruction provided by Amarillo College Library staff will be provided on the Amarillo College Washington Street Campus. Digital resources are always available.

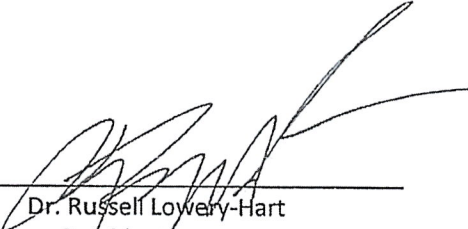
#### **FUNDING**

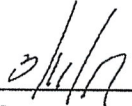
Amarillo College will receive \$50 per credit hour per course per student.

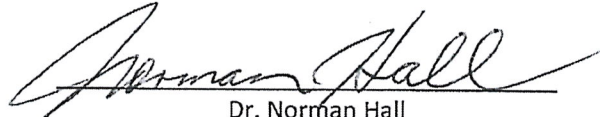
## GENERAL GUIDELINES

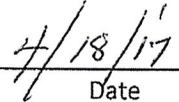
The Dual Credit Coordinator under the auspices of the Vice President for Academic Affairs will serve as the liaison for all dual credit questions, disputes, scheduling, and processes.

The school district agrees to add the gross pay and fringe benefits for applicable dual credit instructors to the instructors' payroll to compensate those instructors for teaching dual credit courses. Amarillo College will remit the amount of this gross pay and fringes to the school district each long semester.

  
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Dr. Russell Lowery-Hart  
President

  
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Date

  
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Dr. Norman Hall  
Superintendent

  
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Date