

**Memorandum of Understanding  
2020-2021  
Paris Junior College  
Dual Credit  
Offered at High School Locations**

In accordance with regulations of the Texas Higher Education Coordinating Board, Paris Junior College offers regular college credit courses in Core Curriculum courses at high school locations. If the respective ISD approves these college courses for dual credit, high school students meeting admission requirements may enroll in these courses and may receive college and high school credit simultaneously.

In order to ensure the quality of dual credit courses and to facilitate communications and understanding between respective ISD and Paris Junior College, the following provisions are agreed to by Paris Junior College and the respective ISD where dual credit courses are offered.

The dual credit program will assist high school students in the successful transition to and acceleration through postsecondary education. High School students are eligible for academic university transfer courses who have documented placement. Students involved must fulfill the admissions requirements of Paris Junior College students, especially the testing and placement guidelines (TSI, STAAR, ACT, SAT or other alternative test scores). Due to COVID-19, there may be other options for placement such as high school GPA and grades in prerequisite high school courses (i.e. Algebra II for College Algebra) this fall.

As authorized by Texas Education Code, Section 130.008 and approved by the College Board of Regents (February, 2019), eligible students may register for academic dual credit courses per semester at a reduced tuition and fee rate of \$150 for in-district students per three semester credit hour course or \$180 for out-of-district students per three semester credit hour course and \$200 for in-district students per four semester credit hour course or \$240 for out-of-district students per four semester credit hour course. CTE courses are offered at the regular tuition and fee rate with scholarships available to offset a portion of the cost. In order to be enrolled and receive college credit, students enrolling in dual credit courses must pay the required tuition by the appropriate date.

All dual credit students are responsible for purchasing their own textbooks and other required course materials unless the School District provides the textbooks and materials.

School District students will have access to services provided by the College. High School students may receive a college student identification card.

A class minimum of fifteen students is necessary to make a class. Instructors teaching academic transfer courses must have completed at least 18 graduate hours in the teaching discipline and hold at least a master's degree, or hold the minimum of the master's degree with a major in the teaching discipline (preferably the course prefixes on a transcript would be the same as the teaching field). Instructors teaching workforce/career and technical courses must meet the qualifications required by the Southern Association of Colleges and Schools. A Vice President would be the college official of initial contact regarding instructional content.

The College is responsible for involving full-time faculty in the process of selecting and implementing College courses. This includes ensuring that course learning outcomes, general education competencies and course standards are understood, and that the same standards of expectation and assessment are applied where College courses are offered. The College will designate staff to monitor the quality of instruction in order to assure compliance with the College requirements and standards established by the State, applicable Accrediting Body, the College, and the School District. Provision of dual credit will be in accordance with the provisions of Texas Administrative Code, Title 19 "Education," Pt. 1, Chapter 4, Subchapter D. Instructors must have a syllabus on file in the Vice President's office which incorporates student learning outcomes and intellectual competencies conforming to the official PJC syllabus checklist. (The public

school TEKS - Texas Essential Knowledge and Skills - must be taken into consideration as equivalent or covered in context.) High school faculty teaching dual credit courses must attend training provided by Paris Junior College and will be evaluated by college personnel on an annual basis.

When ITV classes for dual credit are delivered to the ISDs, the high school will be responsible for providing a local proctor to oversee the class.

The awarding of high school credit for graduation is at the discretion and approval of the Independent School District Board.

Prospective instructors must fill out the appropriate papers with the Paris Junior College Human Resources Office for employment and are considered regular part-time/adjunct instructors of the college. Instructors must also fulfill all record keeping obligations per published deadlines.

All instructors must be documented Paris Junior College Instructors of Record, and will be compensated by Paris Junior College per the college pay schedule (\$1,800 per 3 semester credit hour course and \$2,400 per 4 semester credit hour course).

Paris Junior College is a fully accredited institution and basic academic, general education courses are readily transferable to other public institutions of higher education in Texas. However, since each college has its own policy regarding the transferability of courses, each student is strongly advised to check with the college he or she plans to attend after high school, if other than Paris Junior College, to determine the transferability of Paris Junior College courses.

Paris Junior College courses offered as dual credit, regardless of where they are taught, follow the same college calendar, syllabus requirements, course outline, grading procedure, and other instructional and evaluative policies and procedures. Letter grades are given in accordance with policies printed in the college catalog. College courses being taught at the high school must meet the required number of contact hours each semester. Numerical grades are also provided for those students identified as dual credit students. ISD employees and parents shall not influence the grading policies, grading procedures, or other instructional policies of Paris Junior College faculty who teach college courses as dual credit.

High school students taking Paris Junior College courses for dual credit, even during the daytime in their own school, will be treated as college students. It is expected that high school students taking Paris Junior College courses as dual credit will behave as college students. A collegiate classroom environment is expected. The level of maturity of the high school student should be one of the bases for approval by the high school official.

Paris Junior College courses offered at a high school location are open to all high school students eligible to take courses through Paris Junior College.

Paris Junior College will provide informational sessions for students and parents on dual credit opportunities, benefits and cost at a time coordinated with the school district.

All dual credit students will receive academic and college readiness advising with access to student support services to bridge them successfully into college course completion. All dual credit students are required to select a Pathway and program map (degree plan) to meet State requirements.

Paris Junior College will host an annual meeting for high school counselors to be oriented to dual credit.

School District and Paris Junior College will partner on a dual credit marketing campaign.

All signatories to the Memorandum of Understanding will be responsible for complying with applicable Federal, state and local laws, rules, and mandatory policies and guidelines.

More important than the above listed provisions is the spirit of cooperation between the respective ISD and Paris Junior College. Both parties endeavor to provide a positive collegiate-level experience for those high school students with the maturity and academic preparation to be successful in college-level courses.

This Memorandum of Understanding will be evaluated at the end of each school year.

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Superintendent

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Dr. Pamela Anglin, President  
Paris Junior College

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Independent School District

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## Paris Junior College Dual Credit Course Crosswalk

This Crosswalk can serve as a guide for partnering High Schools. This guide can assist the High School in determining the granting of Dual Credit for PJC college credit classes. The ultimate authority for granting High School credit rests solely with the High School and this document in no way usurps that authority.

<u>College Course Title</u>	<u>College Course</u>	<u>Credit Hours</u>	<u>High School Course</u>	<u>Notes</u>
Composition I	ENGL 1301	3	English III (a) or English IV (a)	Core area: Communication
Composition II	ENGL 1302	3	English III (b) or English IV (b)	Prereq Engl 1301 - Core area: Communication
British Lit I	ENGL 2322	3	English IV (a)	Prereq Engl 1301- Core area: Language Phil & Cul
British Lit II	ENGL 2323	3	English IV (b)	Prereq Engl 1301 - Core area: Component Area B
Federal Govt	GOVT 2305	3	US Govt	Core area: Govt/Poli Sci
Texas Govt	GOVT 2306	3	Ind study in Social Studies (advanced)	Core area: Govt/Poli Sci
US Hist I	HIST 1301	3	US History	Core area: American History
US Hist II	HIST 1302	3	US History	Core area: American History
College Algebra	MATH 1314	3	Independent study in Math - Col Alg DC	Core area: Math
Pre Calculus Math	MATH 2312	3	Independent study in Math - Pre-cal dc	prereq - Col Alg Math 1314 Core comp area A
Elem Statistical Methods	MATH 1342	3	Independent study in Math - Stats dc	Core area: Math - Core Comp area A
Principals of Macroeconomics	ECON 2301	3	Economics	Core area: Social & Behavioral Sciences
Introductory Sociology	SOCI 1301	3	Sociology	Core area: Social & Behavioral Sciences
Intro to Mass Communication	COMM 1307	3	Contemporary Media	Core area: Language Phil & culture
Public Speaking	SPCH 1315	3	Comm Apps or Prof Comm	Core area: Comp area A

General Psychology	PSYC 2301	3	Psychology	Core area: Social & Behavioral Sciences
Biology for Non-Science Majors I	BIOL 1408	4	Scientific Research and Design	Core area: Life & Physical Science

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Biology for Non-Science Majors II	BIOL 1409	4	Scientific Research and Design	Core area: Life & Physical Science
Anatomy & Physiology I	BIOL 2401	4	Anatomy & Physiology	Core area: Life & Physical Science
Anatomy & Physiology II	BIOL 2402	4	Anatomy & Physiology	Prereq- Biol 2401 - Core area: Life & Physical Sci
Stars and Galaxies	PHYS 1303	3	Astronomy Earth and Science	Core area: Life & Physical Science
Solar System	PHYS 1304	3	Astronomy Earth and Science	Core area: Life & Physical Science
College Physics I	PHYS 1401	4	Physics	Prereq Mth 1314 &1316 or Mth 2312 Core-L,PhySc
College Physics II	PHYS 1402	4	Physics	Prereq - Phys 1401 - Core area: Life & Phys Sci
Intermediate Spanish I	SPAN 2311	3	Spanish III or Spanish IV	Needs Spanish I and II in HS - Core area -L,PH,C
Intermediate Spanish II	SPAN 2312	3	Spanish III or Spanish IV	Needs Spanish I and II in HS - Core area-L,Ph,C
Learning Frameworks	EDUC/PSYC 1300	3	College Transition	Innovative course requiring Board approval
Intro to Theater	DRAM 1310	3	Theater I	Core area: Creative arts
Music Appreciation	MUSI 1306	3	Music Apprec I	Core area: Creative arts
Art Appreciation	ARTS 1301	3	Art Appreciation	Core area: Creative arts
Intro to Computing	COSC 1301	3	Intro to Computing Bus Info Mgmt.	Core area: NA
Business Computer Applications	BCIS 1305	3	Intro to Computing Bus Info Mgmt.	Core area: NA
Beginning Keyboarding	POFT 1329	3	Touch System Data Entry	

Intro to Computerized Accounting	ACNT 1311	3	Accounting II	
Intro to Accounting I	ACNT 1303	3	Accounting I	
Integrated Software Applications I	ITSC 1309	3	BIM 2	Prereq - BIM 1
Intro to Business	BUSG 1301	3	Business Law	Prereq - Princ of Bus, Mkg, & Fin
Financial Literacy	BUSG 1304	3	Money Maters	Prereq - Princ of Bus, Mkg, & Fin
Principles of Marketing	MRKG 1311	3	Advanced Marketing	Prereq - Advertising

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Anatomy & Physiology for Medical Assts	MDCA 1309	3	Anatomy & Physiology	
Medical Terminology	HITT 1305	3	Medical Terminology	
Intro to Health Professions	HPRS 1201	2	Princ of Health Science	
Nurse Aide for Health Care	NURA 1301	3	Health Science Theory	
Clinical-Nursing Assistant/Aide	NURS 1260	2	Health Science Clinical	
Court Systems & Practices	CRIJ 1306	3	Court Systems & Practices	
Intro to Criminal Justice	CRIJ 1301	3	Principles of Law, Public Safety, Corrections, and Security	
Criminal Investigation	CRIJ 2314	3	Criminal Investigation	
Correctional Systems & Practices	CRIJ 2313	3	Correctional Services	
Web Design I	IMED 1316	3	Web Technologies	
Intro to PC Operating Systems	ITSC 1305	3	Princ of Information Tech	

Personal Computer Hardware	ITSC 1325	3	Computer Maintenance	
Fundamentals of Networking Tech	ITNW 1325	3	Networking	
Networking Hardware	ITNW 2313	3	Computer Technician Practicum	
Information Technology Security	ITSY 1342	3	Practicum in Info Tech	
Intro to Welding using Multiple Processes	WLDG 1307	3	Ag Mech & Metal Tech	
Intro to Blueprint Reading for Welders	WLDG 1313	3	Welding I	
Intro to Layout & Fabrication	WLDG 1417	4	Welding II	
Intro to SMAW	WLDG 1428	4	Practicum in Manufacturing	
Intermediate SMAW	WLDG 1457	4	Extended Practicum in Manufacturing	
Basic Computer-Aided Drafting	DFTG 1309	3	Architectural Design I	

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Technical Drafting	DFTG 1305	3	Architectural Design II	
Blueprint Reading & Sketching	DFTG 1325	3	Practicum in Architectural Design	
Intermediate Computer-Aided Drafting	DFTG 2319	3	Extended Practicum in Architectural Design	
DC-AC Circuits	CETT 1409	4	AC/DC Electronics	
Intro to Electrical Safety & Tools	ELPT 1221	2	Electrical Technology I	
Hydraulics & Pneumatics	HYDR 1345	3	Practicum in STEM	
Industrial Electronics	ELMT 2333	3	Robotics I	

Programmable Logic Controllers	RBTC 1301	3	Robotics II	
Basic Electrical Theory	ELPT 1311	3	Electrical Technology II	
Basic Construction Management	CNBT 1309	3	Construction Management I	
National Electric Code I	ELPT 1325	3	Electrical Technology I	
Residential Wiring	ELPT 1329	3	Practicum in Construction Technology	
HVAC Shop Practices & Tools	HART 1310	3	HVACR Technology I	
Basic Electricity for HVAC	HART 1301	3	HVACR Technology II	
Air Conditioning Control Principles	HART 1303	3	Practicum in Construction Technology	
Refrigeration Principles	HART 1307	3	Extended Practicum in Construction Technology	
Orientation to Cosmetology	CSME 1401	4	Intro to Cosmetology	
Fundamentals of Cosmetology	CSME 1405	4	Cosmetology I	
Intro to Haircutting	CSME 1410	4	Cosmetology I	

College Course Title	College Course	Credit Hours	High School Course	Notes
Principles of Skin Care/Facials	CSME 1447	4	Cosmetology II	
Principles of Hair Coloring	CSME 2401	4	Principles of Cosmetology Design and Color Theory	
Advanced Haircutting	CSME 2410	4	Cosmetology II	