

**PRE-UNIVERSITY PROGRAM Agreement for Independent School Districts
On Dual/Concurrent Enrollment Courses Offered by**

West Texas A&M University and _____

West Texas A&M University (“WTAMU”) and _____
(_____) have chosen to offer, through this Pre-University Program (PUP), dual/concurrent enrollment opportunities to high school students with the purpose of providing excellent university-based higher education academic experiences for high school students who intend to pursue a university-level degree.

In accordance with an under the authority of Texas Administrative Code Title 19, Part 1, Chapter 4, Subchapter D, Rules §4.81-4.85, high school students may enroll in university courses and could receive academic credit from both the university and the high school. In order to ensure the quality of the courses and to facilitate communications and understanding between _____ and WTAMU, the following provisions are agreed to by WTAMU and _____.

STUDENT ELIGIBILITY and APPLICATION

ELIGIBILITY

High school students are eligible to participate if they

- 1) have achieved a GPA of 3.0 **OR** are in the top half of their high school class **OR** have achieved a score of 21 or higher on the ACT or a score of 1060 or higher on the SAT.
- 2) demonstrate college readiness by achieving the minimum passing standards under the provisions of the Texas Success Initiative (TSI) as set forth in TAC §4.57 on relevant section(s) of an assessment instrument approved by the Coordinating Board, as set forth in TAC §4.56, or by demonstrating that he or she is exempt under the provisions of the Texas Success Initiative as set forth in TAC §4.54. While students will not be required to be TSI complete in all areas of Reading and Writing (English Language Arts Reading) and Mathematics, students may only register for courses in which they have met the state standards or approved exemptions.

APPLICATION

High school student applying for admission to PUP must submit the following:

- 1) PUP Application
- 2) PUP Approval Form / Semester Advising and Registration Form signed by the high school official, the student, and the student’s parent or guardian.
- 3) Official high school transcript, indicating class rank in top half or 3.0 GPA.
- 4) Unofficial transcripts from early earned credit: community colleges, universities, and/or credit by examination.
 - a. Examples of credit by examination: American College Test (ACT), Scholastic Aptitude Test (SAT), Advanced Placement Examinations (AP), College Level Examination Program (CLEP), and International Baccalaureate Diploma Program (IB)
- 5) TSI Scores or Proof of Exemption as required by Texas Success Initiative (TSI), unless exempt.
- 6) Proof of meningitis vaccination, if enrollment in on-campus courses is anticipated.

ELIGIBLE COURSES

Students enrolling in certain PUP courses must meet University course prerequisites, unless prior prerequisite waivers have been obtained. Eligible courses will include those in the approved undergraduate course inventory of the University; they will not include remedial or developmental courses. Typically, these will be limited to those that satisfy general education requirements or foreign language courses. Courses may be offered on the WTAMU campus in Canyon, Texas or online. Students enrolling in WTAMU courses through PUP will take courses with regular WTAMU students.

FACULTY QUALIFICATIONS

The instructor for a PUP course will be employed by WTAMU. The instructor must meet credential requirements of WTAMU and the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).

GRADING CRITERIA / PROCEDURES

At the end of each semester and if requested by the high school, WTAMU will provide a transcript to the high school principal or his/her designee for PUP courses.

Upon graduation from high school, students must submit an official high school transcript before WTAMU transcripts will be released to other colleges or universities.

The WTAMU courses offered through PUP are regular University courses with no variance in syllabi, course outlines, grading procedures, and other academic policies. Letter grades are given in accordance with academic policies printed in the University catalog and placed on the University transcript.

TRANSFERABILITY OF CREDIT

WTAMU is a fully accredited institution and academic courses are widely transferable to other universities. However, because each university may have its own policy regarding the transferability of courses, each student considering attending a university other than WTAMU is strongly advised to verify transferability with the university which he/she plans to attend.

STUDENT EXPECTATIONS / SERVICES

Students enrolled in PUP:

- are expected to follow University rules and regulations.
- are classified as students not seeking degrees (undeclared majors) until 15 semester credit hours (SCH) are completed. Students will then be required to file an official degree plan at WTAMU, in accordance with the Texas Administrative Code Rule §4.344.
- may be limited to WTAMU core curriculum or foreign language courses.
- will receive advising on course availability and selection from WTAMU Advising Services.
- must provide to the Office of Admissions, upon high school graduation, a final high school transcript showing rank in class and graduation date.
- may be responsible for purchasing textbooks and/or other required course materials.
- may be eligible to receive WTAMU PUP graduation cords to wear at their high school or home school graduation if they meet all of the following requirements:
 - be graduating from high school or homeschool,
 - earn at least 9 semester credit hours (SCH) from WTAMU, and
 - achieve a minimum cumulative 3.5 GPA from WTAMU.

The Registrar's Office will automatically mail cords each May to students that meet these requirements.

FEEES

WTAMU fee waivers for students enrolled in PUP dual enrollment courses result in a price per course much lower than that paid by other WTAMU students. Students will pay \$150 per course. This will provide students an ID card, email account, and access to library and computing services (Marmaduke Internet Innovation Center).

Other services are optional if students elect to purchase them, such as access to the Virgil Henson Activity Center, parking permit (required if parking on campus), and athletic events. Students may be responsible for purchasing textbooks and/or other required course materials.

JOINT PLANNING

Annual renewal of this agreement is automatic unless one institution notifies the other in writing of its desire to modify the dual enrollment agreement.

More important than the stated provisions above is the spirit of cooperation between _____ and WTAMU. Both parties endeavor to provide a positive university-level experience for those high school students with the maturity and academic preparation to benefit from university-level courses.

**Printed name: Superintendent, Principal,
(or) Authorized School Official**

**Printed name: Executive Vice President and Provost
(or) Authorized University Official**

**Signature: Superintendent, Principal, (or)
Authorized School Official**

**Signature: Executive Vice President and Provost (or)
Authorized University Official**

Name of High School or ISD

West Texas A&M University
Institution

Date: _____

Date: _____