



Dual Credit Partnership Agreement
Between
Birdville ISD
And
Texas Woman's University

Memorandum of Understanding for Academic Years 2024-2025 and 2025-2026

Texas Woman's University ("TWU") and Birdville ISD hereby enter into the following Partnership Agreement which allows currently enrolled high school students an opportunity to concurrently enroll in college courses at TWU. This Agreement is written in accordance with Title 19, Chapter 4, Subchapter D of the Texas Administrative Code (TAC) pertaining to partnerships between secondary schools and Texas public colleges.

TWU and Birdville ISD agree to enter into a partnership to award concurrent course credit. Concurrent credit (dual credit) allows high school students to be awarded both high school and college credit for courses offered by TWU applicable toward a TWU degree. Dual Credit requirements are outlined in the Texas Administrative Code Title 19, Chapter 4, Subchapter D, Dual Credit Partnerships Between Secondary Schools and Texas Public Colleges, § 4.84.

The following conditions apply to this agreement in accordance with Texas Higher Education Coordinating Board rules and regulations, § 4.84:

1. Purpose
 - a. The purpose of this agreement is to facilitate the cooperation between the TWU and Birdville ISD in the provision of dual credit college courses for qualified students.
2. Eligible Courses
 - a. Only courses permitted by 19 TAC, Part 1, CH4, Subchapter D, §4.85 may be used for dual credit, including:
 - i. College-level academic courses in the undergraduate course inventory of TWU
 - ii. College-level academic courses in the TWU undergraduate core curriculum
 - iii. College-level academic courses offered as a foreign language
 - b. TWU and Birdville ISD will collaborate to optimize course alignment with State-mandated Texas Essential Knowledge and Skills (TEKS) and high school graduation requirements. All instruction and materials used in the dual credit course will be at a level equivalent to those used for equivalent university credit only courses.



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- c. Courses approved for dual credit must be applicable to a TWU undergraduate degree but may not be applicable to an undergraduate degree at another post-secondary institution.
3. Student Eligibility
- a. Birdville ISD students who meet all academic and behavioral requirements are eligible to enroll in dual credit courses offered by TWU and the partner district.
 - b. Students must meet the following eligibility requirements:
 - i. Meet established admissions requirements at TWU as well as appropriate prerequisites for any course.
 - ii. Comply with the state-mandated Texas Success Initiative (TSI) requirements.
 - iii. Complete the TWU Dual Credit Permission form acquiring the appropriate school and parental signatures.
 - iv. Submit payment associated with enrolling in a dual credit college course(s).
 - c. Students are required to demonstrate college readiness by achieving the minimum passing standards under THECB rule:
 - i. College Readiness or Exemption
 - 1. Texas Success Initiative Assessment (TSIA) *or*
 - a. Minimum Reading Score of 351
 - b. Minimum Math Score of 350
 - c. Writing score of 340 & 4 on the essay *or* less than 340 *and* ABE LVL 4 *and* 5 essay.
 - d. TSIA2 minimum Math 950; or less than 950 and Diagnostic Level 6
 - e. TSIA2 minimum English Language Arts & Reading (ELAR) 945 M/C and 5 Essay; or less than 945 M/C and Diagnostic Level 5, and 5 Essay.
 - 2. SAT administered prior to March 5, 2016 (combined 1070 with minimum of 500 on critical reading and/or math) *or*
 - 3. SAT administered on or after March 5, 2016 (EBRW 480 and/or math 530) *or*
 - 4. ACT (composite score of 23 with minimum of 19 on English and/or math) *or*
 - 5. Algebra II STAAR EOC (4000) *or*
 - 6. English III STAAR EOC (2000)
 - ii. Dual Credit Waiver
 - 1. Reading and/or Writing
 - a. English II STAAR EOC (4000) *or*
 - b. PSAT (combined score of 107 with minimum of 50 on critical reading) *or*



TEXAS WOMAN'S
UNIVERSITY

- c. PLAN composite score of 23 with a 19 or higher in English *or* an English score of 435 on the ACT-Aspire.
 - 2. Mathematics
 - a. Algebra I STAAR EOC (4000) plus a passing grade in Algebra II course *or*
 - b. PSAT (combined score of 107 with minimum of 50 on math *or*
 - c. PLAN composite score of 23 with a 19 or higher in mathematics *or* a mathematics score of 431 on the ACT-Aspire
 - d. Home school and private school students are eligible to enroll in dual credit courses under the same provisions and college readiness requirements.
 - i. Students who attend dual credit courses on the TWU campus are advised to obtain a TWU student ID card.
 - ii. Comply with the bacterial meningitis requirement.
 - e. Students must demonstrate behavioral eligibility by exhibiting appropriate levels of maturity and social behavior necessary for enrollment in a college-level course.
- 4. Student Expectations and Responsibilities
 - a. General
 - i. Students enrolling in dual credit courses should understand that dual credit courses are college courses in all respects. The curriculum and instructional methods will be the same as used in college courses of the same nature at the TWU main campus.
 - b. Costs
 - i. Students enrolling in dual credit courses through TWU must pay all associated dual credit tuition and fees according to the tuition and fee pay schedule identified on the academic calendar. Failure to meet the payment deadline may result in all registered courses being dropped and additional fees assessed for reinstatement.
 - ii. Dual credit students are responsible for all costs associated with enrolled courses, including textbooks and other required course materials. Open Education Resources (OER) may be considered in each course offered.
 - iii. Students who qualify for Free Lunch Program in the district may be eligible for tuition and fee waivers through TWU for up to six (6) semester credit hours with written documentation each academic term.
 - c. Registration and Withdrawal
 - i. It is the responsibility of the student to complete all requirements and forms necessary for registration before the identified deadline. It is also the responsibility of the student to complete the registration process for identified dual credit courses in which the student plans to enroll each term.



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- ii. If a student wishes to withdraw from a dual credit course, they must complete the required add/drop form and prior approval and required signatures from dual credit instructors, high school counselor, and the identified university official. Dual credit students are subject to the deadlines identified by the TWU academic calendar.
 - iii. Dual credit students are exempt from SB 1231 which limits the number of withdrawals of undergraduate students to a total of six (6) courses.
 - iv. Readiness measures are subject to change according to the Texas Higher Education Coordinating Board rule.
5. Instructional Calendar
- a. Dual credit courses offered on the partner high school campus will follow the TWU academic calendar and administrative policies for reporting and grading.
6. Location of Class
- a. Dual credit courses will primarily be taught at the partner high school or other mutually agreed upon facility.
 - b. Dual credit courses may be taught on one of TWU's campuses when appropriate.
7. Student Composition of Classes
- a. Dual credit courses offered at Birdville ISD must be comprised solely of dual credit students and may not include high school students not enrolled in dual credit courses.
 - i. Dual credit courses may be comprised of dual credit students and College Board Advanced Placement students; however, the dual credit curriculum must take precedence.
 - ii. Dual credit courses must have a minimum of five (5) students for class enrollment each semester.
 - b. Dual credit courses will be scheduled in accordance with the dual credit institutional policy, with exceptions to those approved by the Vice Provost for Curriculum and Strategic Initiatives at TWU.
8. Faculty Selection, Supervision, and Evaluation
- a. The instructors for a dual credit course may be employed by TWU. The TWU instructor for dual credit must meet credential requirements of TWU and the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). Instructors shall submit a letter of interest, all official transcripts, and required employment applications to TWU academic colleges prior to employment.
 - b. Instructors will be supervised and evaluated by their academic department with the same standard as regular adjunct faculty and be subject to classroom visitation and instructional and outcomes assessment.
 - c. Instructors are required to attend the annual TWU Instructors Training.



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UNIVERSITY

- d. Instructors will be paid according to the dual credit instructional rate identified in the dual credit policy and are expected to meet the same work requirements as regular TWU adjunct faculty.
9. Course Curriculum, Instruction, and Grading
- a. TWU will ensure that a dual credit course and the corresponding course offered at the main campus of the college are equivalent with respect to the curriculum, materials, instruction, contact hours, course maximum, and method/rigor of student evaluation, regardless of the student composition of the class.
 - b. All dual credit course instruction and materials, including TWU approved textbooks, must be identical or of the same standard as those used for the same course offered at the TWU main campus. Open Educational Resources (OER) may be available for dual credit courses offered.
 - c. Students will be expected to meet all requirements of the dual credit course and will receive letter grades on their TWU transcript.
 - d. If a student wishes to appeal a grade, they must follow the TWU grade appeal policy as outlined in the undergraduate catalog.
10. Academic Policies and Support Services
- a. TWU academic policies will apply to dual-credit students. These policies include, but are not limited to, the appeal process for disputed grades, the TWU drop policy, the communication of grading policy to students, the syllabus distribution schedule, etc.
 - b. Dual credit students may utilize the same support services that are available to other TWU students including but not limited to academic advising, career counseling, disability services for students, learning resources (e.g. TWU libraries, electronic resources), and student success services (e.g. tutoring services, academic coaching).
 - c. Senate Bill (SB 25) requires that dual credit students file a degree plan with the University no later than the end of the second regular semester immediately following the semester in which the student earned a cumulative total of 15 or more credit hours.
 - d. Advising pre-enrollment will be conducted by the assigned Birdville ISD counselor and post-enrollment advising can be done by the coordinator of academic transitions at TWU.
11. Transcription of Credit
- a. TWU will transcript college credit awarded immediately upon the student's completion of course requirements and the submission of final grades by the dual credit instructor.
 - b. Students are responsible for requesting official transcripts from TWU to ensure accuracy of transcript grade and high school grade.
12. Funding



- a. The State funding for dual credit courses will be available to both Birdville ISD and Texas Woman's University as provided under TAC Chapter 4, Subchapter D, Section 4.85 (i).

13. Other Provisions

- a. A TWU representative will provide the district with a final grade report for all students enrolled in dual credit courses for the academic year or as needed upon request.
- b. As needed TWU will provide the district with data and reports related to the dual credit program and ongoing student success.
- c. As needed Birdville ISD will provide Texas Woman's University with requested data as needed and available regarding students in the dual credit program.
- d. Birdville ISD will host a dual credit meeting for incoming TWU dual credit students prior to their first enrollment as a TWU dual credit student.
- e. A Birdville ISD counselor or representative will attend a minimum of one (1) dual credit professional development a year for program updates and review of University policies and procedures.

14. General

- a. All provisions of the Agreement are subject to change if or as the Texas Higher Education Coordinating Board rule is amended.
- b. Agreements will be reviewed and renewed every two years for the duration of the partnership or at the request of the school district.

15. Termination of Agreement

- a. It is agreed that either Party may terminate this Agreement effective thirty (30) days after the receipt of written notification.

SIGNATURES ON FOLLOWING PAGE



Approval Signatures:

Birdville ISD

Texas Woman's University

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Kris Drees

Printed Name

Dr. Angela Bauer

BISD Board President

Title

Executive Vice President for
Academic Affairs and Provost

June 27, 2024

Date

Date

TWU APPROVED AS TO LEGAL FORM:



Richland High School
 Birdville Independent School District
2024-2025 Dual Credit Equivalency

Key:

TCCNS=Texas Common Course Numbering System

SCH=Semester Credit Hours

HS=High School

(20) Mathematics			State required hours = 3 SCH		
TWU Course	TWU Course Name	TCCNS	SCH	HS Course Name	Term Offered
MATH 1303	Elementary Analysis I (College Algebra)	MATH 1314	3	College Algebra	Fall/Spring
MATH 1313	Elementary Analysis II (Trigonometry)	MATH 1316	3	Precalculus	Spring
MATH 2014	Calculus I	MATH 2314	3	AP Calculus AB	Spring
MATH 1703	Elementary Statistics I	MATH 1342	3	Statistics	Fall



Haltom High School
Birdville Independent School District
2024-2025 Dual Credit Equivalency

Key:

TCCNS=Texas Common Course Numbering System

SCH=Semester Credit Hours

HS=High School

(10) Communication			State required hours = 6 SCH		
TWU Course	TWU Course Name	TCCNS	SCH	HS Course Name	Term Offered
ENG 1013	Composition I	ENGL 1301	3	English 4A - Senior	Fall
ENG 1023	Composition II	ENGL 1302	3	English 3B - Juniors	Spring

(20) Mathematics			State required hours = 3 SCH		
TWU Course	TWU Course Name	TCCNS	SCH	HS Course Name	Term Offered
MATH 1303	Elementary Analysis I (College Algebra)	MATH 1316	3	College Algebra	Fall/Spring
MATH 1703	Elementary Statistics I	MATH 1342	3	Statistics	Fall

(40) Language, Philosophy, & Culture			State required hours = 3 SCH		
TWU Course	TWU Course Name	TCCNS	SCH	HS Course Name	Term Offered
ENG 2013	English Literary Masterpieces	ENGL 2322	3	English 4B-Seniors	Spring
ENG 2033	American Literary Masterpieces	ENG 2326	3	British Literature - 2 year	Fall



Haltom High School
Birdville Independent School District
2024-2025 Dual Credit Equivalency

Key:

TCCNS=Texas Common Course Numbering System

SCH=Semester Credit Hours

HS=High School

(60) American History			State required hours = 6 SCH		
TWU Course	TWU Course Name	TCCNS	SCH	HS Course Name	Term Offered
HIST 1013	History of the United States, 1492-1865	HIST 1301	3	US History 1492-1865	Fall
HIST 1023	History of the United States, 1865 to the Present	HIST 1302	3	US History 1865-Present	Spring

(70) Government/Political Science			State required hours = 6 SCH		
TWU Course	TWU Course Name	TCCNS	Semester Credit Hours	HS Course Name	Term Offered
POLS 2013	United States Government	GOVT 2305	3	US Government	Fall/Spring

(80) Social & Behavioral Sciences			State required hours = 3 SCH		
TWU Course	TWU Course Name	TCCNS	SCH	HS Course Name	Term Offered
ECO 1023	Principles of Macroeconomics	ECON 2301	3	Economics-Free Enterprise	Fall/Spring

ADDENDUM TO MEMORANDUM OF UNDERSTANDING BETWEEN BIRDVILLE INDEPENDENT SCHOOL DISTRICT AND TEXAS WOMAN’S UNIVERSITY

WHEREAS, the Birdville Independent School District (the “District”), and Texas Woman’s University (“Vendor”) have agreed to enter into an Agreement for Dual Credit Partnership Agreement (“Agreement”);

WHEREAS, the laws of the United States and the State of Texas governing the District require the revision and amendment of the standard terms of the Agreement;

IT IS THEREFORE AGREED between the District and Vendor that the following terms and conditions of the Agreement will be amended as follows:

- 1. During the term of this Agreement, Vendor may disclose to District confidential information and trade secrets proprietary to Vendor, including, but not limited to, systems, methods of operation, marketing and advertising procedures, internal procedures, programs, and forms. Vendor agrees it will expressly notify District if it considers specific information to be confidential or proprietary trade secrets, and that District will have no obligation to protect or otherwise limit disclosure of such information if Vendor has not notified District of that designation. District acknowledges and agrees that all such designated information is considered to be confidential by Vendor and is considered by Vendor to be the exclusive property of Vendor. District covenants and agrees that, subject to the legal requirements of the Texas Public Information Act, it shall not disclose to anyone directly or indirectly during the term of this Agreement or at any time thereafter, any such designated confidential information, nor shall it use any such confidential information nor cause such confidential information to be used for any purpose other than during District’s work with Vendor. Likewise, District may be required to disclose confidential information to Vendor during the term of this Agreement including, without limitation, personally identifiable information about District’s students, which is protected by the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. 1232g and 34 C.F.R. Part 99 or other Federal and State laws. Vendor covenants and agrees it will: comply with all legal requirements regarding the use and confidentiality of such information; maintain the confidentiality of such information; not use or release such information in violation of FERPA or other applicable laws; notify all of its employees, staff, or outside vendors of such confidentiality and legal requirements; return such information to the District at termination of the Agreement or delete or destroy such information to District’s satisfaction; and notify District in the event of any breach or inadvertent disclosure of such information immediately upon its awareness of such a breach or inadvertent disclosure. Any failure to comply with these requirements shall constitute a material breach of this Agreement and constitute good cause for termination of this Agreement at any time.

This addendum is hereby executed and effective on 2nd day of July, 2024.

BIRDVILLE INDEPENDENT SCHOOL DISTRICT

TEXAS WOMAN’S UNIVERSITY

By: Ramonda L. Fields

By: _____

Printed Name: Ramonda L. Fields

Printed Name: _____

Title: Director of Advanced Academics and CCMR

Title: _____

TWU APPROVED AS TO LEGAL FORM: