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SUPERINTENDENT

OFFICE OF THE PRESIDENT

February 10, 2021

Mr. Joel Mengerink  
Superintendent  
Elida High School  
4380 Sunnydale Ave.  
Elida, OH 45807

Re: College Credit Plus Program (CCP) Agreement

Dear Mr. Mengerink:

The purpose of this letter is to confirm the agreement between Elida High School (High School) and Ohio Northern University (University) in regard to delivering College Credit Plus courses to the High School's students during academic year 2021-22 and to comply with the requirements of Ohio Administrative Code §3333-1-65.6(B).

1. Courses to be Offered

- a. The following courses will be offered at the High School (provided a minimum of five students enroll):
  - i. MATH 1631 Calculus 1
- b. Additional courses may be offered at the High School provided they are approved by the chairperson of the academic department at the University which would house the class and the University Provost. Proposals for additional courses (including materials sufficient to determine the qualification of the proposed instructor) must be submitted to the Coordinator of Nontraditional Students at the University.
- c. Students admitted to the University under this program may also enroll in courses offered on the University campus provided they meet all requirements (prerequisites and corequisites) to enroll in the course.

## 2. Faculty Selection, Supervision and Evaluation

- a. High School faculty teaching the College Credit Plus courses described in paragraphs 1.a. and 1.b. of this letter must meet the credentialing requirements established by the Ohio Department of Higher Education and be approved by the University Provost.
- b. Minimum Required Credentials for High School faculty teaching courses described in paragraphs 1.a. and 1.b. of this letter are:
  - i. Master's degree
    1. In the discipline; or
    2. In any area and a cohesive set of at least eighteen (18) semester hours of graduate course work relevant to the discipline; or
  - ii. Bachelor's degree and making substantial progress toward meeting the credentialing requirements of 2.b.i.; or
  - iii. Appropriate credential in a discipline but teaching in related discipline; or
  - iv. Possessing extraordinary professional experience in the area of instruction.
- c. Unless the proposed instructor teaching a course identified in paragraphs 1.a. or 1.b. has been previously approved by the University, for each proposed instructor, High School must submit to the University Provost a current resume and final transcripts showing degrees awarded no later than June 30, 2021. The High School will be notified of the instructor's approval within thirty (30) days of submission.
- d. High School faculty teaching College Credit Plus courses must participate in a professional development session with University faculty prior to the beginning of classes. High School faculty will be notified of the date, time, and location of the session no later than September 1, 2021.
- e. The University will conduct at least one full-period classroom observation of each High School faculty member teaching a College Credit Plus course.

## 3. Student Admission

- a. High School students wishing to enroll in College Credit Plus courses at the University must meet all eligibility requirements set forth by High School and the University and be admitted to the University.
- b. Current admission requirements, including the required application, are available on the University's website (<https://www.onu.edu/admissions-aid>).

## 4. Instructional Calendar

- a. College Credit Plus courses described in paragraph 1.a. and 1.b. of this letter will follow the instructional calendar of the High School. Each course will require a minimum of 700 minutes of instruction for each semester credit hour awarded.

Courses must be delivered within one semester unless prior approval for a longer term has been granted by the University Provost.

5. Course Curriculum, Instruction and Grading

- a. High School faculty teaching College Credit Plus courses described in paragraph 1.a. and 1.b. of this letter:
  - i. Will follow curriculum, syllabi, and learning assessments developed by the University.
  - ii. Will utilize the textbook and other teaching materials adopted by the University. The textbook will be purchased consistent with the rules of College Credit Plus for 2021-22.
  - iii. Will award grades on a 4.0 scale. The University does not employ the plus/minus system. Grades must be recorded within seven days of the end of the High School's semester in which the course is offered.

6. Academic Policies and Student Support Services

- a. Students will be given access to the following campus services upon admission.
  - i. A username and password will be issued to each student allowing them to access the University network.
  - ii. Access to the University Library, including academic databases and OhioLink. An ONU ID card for the Library will be issued upon student or instructor request.
  - iii. University email and distance learning systems.
- b. Students will be assigned an academic advisor prior to the beginning of classes. The academic advisor will schedule a conference with the student. Students must meet with their assigned advisor prior to the University's census date each semester.

7. Transferring Credit

Transcripts will be available from the Office of the Registrar upon completion of the course and submission of final grades.

8. Tuition

- a. High School shall pay (or cause the State of Ohio Department of Education to pay) 50% of the default 2021-22 State of Ohio CCP ceiling amount (but in no event less than \$80) per credit hour for each enrollment in a University College Credit Plus course described in paragraph 1.a. or 1.b. of this letter, unless the combined High School enrollment exceeds 200 in 2021-22. (A specific student enrolled in one course would count as one enrollment. A specific student enrolled in two courses would count as two enrollments.) If the total enrollment in the identified courses exceeds 200, the High School shall pay the default 2021-22 State of Ohio CCP floor amount per credit hour for each enrollment in a University College Credit Plus course. The enrollment is to be determined as of

the University “census” date (15<sup>th</sup> day of the term) as shown on the University calendar (<https://www.onu.edu/semester-calendar-and-schedule-2020-23>) for the semester in which the course is offered.

- b. High School shall pay (or cause the State of Ohio Department of Education to pay) the default 2021-22 State of Ohio CCP ceiling amount per credit hour for each enrollment in a University course described in paragraph 1.c. of this letter. Enrollment to be determined as of the University “census” date (15<sup>th</sup> date of the term) as shown on the University calendar (<https://www.onu.edu/semester-calendar-and-schedule-2020-23>) for the semester in which the course is offered.

Please return a signed copy of the letter confirming your acceptance of the terms of this letter. We look forward to working with you over the coming academic year.

Very Truly Yours,



Daniel DiBiasio  
President

**Accepted:**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date