

COLLEGE CREDIT PLUS (CCP) PARTNERSHIP AGREEMENT BETWEEN
ELIDA HIGH SCHOOL
AND
THE UNIVERSITY OF FINDLAY

This Agreement ("Agreement") is entered into by and between The University of Findlay, hereinafter referred to as the "University" and Elida High School, hereinafter referred to as "School" and shall become effective as of the date of the final signature below ("Execution Date"). This Agreement shall remain in effect as set forth later within the Miscellaneous-Term section of the Agreement.

School Application Process

The School agrees to provide the University with the following materials to determine if the School is eligible to become a CCP Partner with the University:

- Teacher Registration Forms (one for each teacher who will be assigned to teach CCP courses at the School)
- Official transcripts for teachers who will be assigned to teach CCP courses at the School.

The above materials are due to the University by March 1 and will be reviewed by the University's Office of Academic Affair. If all materials are deemed appropriate, the University will proceed with the signing of the initial Agreement.

Once the School is approved to become a CCP Partner with the University, the School agrees to provide the following materials to maintain the CCP Partnership:

- Signed current College Credit Plus Partnership Agreement;
- College Credit Plus School Partnership Application outlining courses and instructors the School has designated which will be approved by the University. The CCP Partnership Application must submitted to the University by March 1 for each academic year of the Agreement; and
- Official transcripts for *new* teachers who will be assigned to teach CCP courses at the School.

The Partnership Application will be reviewed and approved by the University's designee and by the Superintendent of the School on a yearly basis during the Agreement.

Any new CCP instructors' official transcripts will be reviewed and approved by the University's Office of Academic Affairs. Continued participation as College Credit Plus instructors is dependent upon the University's faculty approval.

Qualifications for CCP Instructors

CCP teachers are typically experienced high school teachers who are committed to staying current with both pedagogy and content through reading, research, and ongoing professional development. They are committed to challenging themselves and their students to meet high standards of teaching and learning. These teachers value participation in a dynamic community of learners.

According to CCP regulations, a qualified teacher must meet one of the following:

Have a Master's degree in the content area

Have a Master's degree in another area with 18 graduate credits in content area.

In order to maintain compliance with this CCP regulation, the School agrees that the University will have access to review and approve all current official transcripts for its CCP instructors.

Summer Professional Development Workshops

CCP teachers must attend the University's summer workshops in order for the School to participate in the CCP Partnership. CCP teachers will receive 1-3 semester hours of graduate credit at no cost for successfully completing the workshop. Reasonable efforts will be made to accommodate returning teachers who are unable to attend the scheduled renewal training.

Teachers new to the program must be able to attend the initial training as scheduled after their credentials have been approved. Failure to attend the University's summer workshops will jeopardize the teacher's continued participation in the CCP Partnership. If all CCP instructors at the School fail to attend the University summer workshops, the School will become an inactive CCP Partner until such time its CCP instructors are in compliance with the University's expectations.

Textbooks

Textbooks used in the University courses taught at the high school will be approved by the University faculty in charge of said course and will be provided by the school district.

Course Syllabus and Assessments

CCP teachers must submit their course syllabus to the UF faculty for approval prior to the start of the school year. The syllabus must be aligned with the UF syllabus template and the content of the course being taught. Syllabi must be approved by the UF faculty prior to use. CCP teachers must use methods of assessment that align with the University and submit the same assessment data as are required on campus. High school teachers may be asked to submit assignments, tests, and/or projects throughout the year to the UF faculty to assure the integrity of the University's course.

Site Visits

CCP teachers must be observed annually by a faculty member of the University to ensure content and delivery are equivalent to the courses offered on the University's campus. The University faculty member and CCP teacher will work together to schedule this observation. Site Visits can occur in person or virtually. After the site visit occurs, the faculty member will reach out for a follow-up to discuss what was observed during the visit.

Technology Access

CCP teachers may need to use their University email accounts to utilize web-based course management functions and to receive correspondence from the University. The School agrees to provide internet access for teachers to the University's Learning Management System (e.g., Canvas).

CCP students will also receive access to University's email and Canvas accounts. Account information will be sent to students once admitted. For assistance with account information, students and teachers may reach out to the University's Information Technology Services (ITS) department.

Qualifications for Students

Students must meet the admission requirements of the University. They must have a GPA of 3.0 or a GPA of 2.5 and either a composite ACT score of 20 or an Accuplacer Next Generation reading score of 250. Students will need to apply online to the University as a College Credit Plus student and submit all required paperwork.

Placement in CHEM 130 General Chemistry, PHYS 250 General Physics I, MATH 123 Elementary Statistics, MATH 138 College Algebra, and MATH 141 Calculus I requires either a placement score or a college transcript showing successful completion of the prerequisite course. For other courses, a placement diagnostic may be given at the discretion of the University's faculty.

Tuition

Tuition for CCP courses will be set at the floor amount, as defined in Ohio Revised Code, per credit. Tuition for any courses taken at the University or online by the School's CCP students will be set at the ceiling amount, as defined in Ohio Revised Code, per credit.

Student Registration

Class rosters for fall semester or yearlong courses will be due to the University by September 15. Class rosters for spring semester will be due to the University by January 31. Any student who wishes to be added or removed from a course after these dates may appeal to the University's Student Academic Standards Committee by completing required documentation.

Class Size Limits

The University has defined English classes have a maximum class size of 20 students. The School agrees to respect the class size limits for those classes in which students are enrolled for credit at the University.

Grades

Students are to be graded using the University-approved grading scale as found in the syllabus. Grades for fall semester courses are recorded in mid-December. Grades for spring semester courses and/or yearlong courses are recorded in mid-May. Teachers should submit final grades to the University's CCP office on the roster provided by the University.

Fees

No application fee or course fees will be charged by the University.

College Credit Plus Policies and Procedures

Admission requirements, application and registration procedures, student and teacher qualifications, timelines, teacher expectations and non-compliance policy, and other information about the University's College Credit Plus program are included on the website: <https://www.findlay.edu/admissions/college-credit-plus/dual-enrollment>

Student Transcripts

Students who wish to have University credit transferred to another institution will need to request a transcript. Information can be found at <https://www.findlay.edu/offices/academic/registrar/Transcripts>.

Miscellaneous

Term. The Agreement may be renewed upon approval of the parties. In no event shall the term of this Agreement exceed five (5) years. Either party may terminate this Agreement at any time upon thirty (30) days' written notice to the other party. Termination of this Agreement will not affect any students currently enrolled in a dual enrollment class who shall continue to receive the benefits provided under this Agreement.

Compliance with Laws. Each party agrees to comply with all applicable federal, state, and local laws and regulations including, but not limited to, any applicable non-discrimination or affirmative action requirements.

Assignment. Neither party shall assign this Agreement or enter into subcontracts for any of the work described herein without obtaining the prior written approval of the other party.

Modification of Agreement. This Agreement may be modified only by written amendment executed by all parties and their signatories hereto.

Relationship of Parties. This Agreement shall in no way be interpreted as creating an agency or employment relationship between the parties. Neither party shall hold itself out in a manner contrary to the terms of this Agreement. No party shall become liable for any representation, act, or omission of any other party contrary to the terms of this Agreement.

Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Ohio.

Severability. Should any provision of this Agreement be declared to be invalid by any court of competent jurisdiction, such provision shall be severed and shall not affect the validity of the remaining provisions of this Agreement.

Confidentiality of Records. All educational records created, disclosed, or maintained pursuant to the terms of this Agreement are confidential and shall be created, disclosed, and maintained pursuant to the provisions of Family Educational Right to Privacy Act, also known as FERPA (20 U.S.C.A. §1232g) and its regulations.

This agreement will not be used by either University or School to limit participation of a student in enrolling in courses not part of this Agreement.

This Agreement creates no third-party beneficiaries. Specifically, no students, parents, School employees, University employees, or any persons or entities not parties to this Agreement shall be entitled to any benefits under this Agreement.

School:

By: ELIDA LOCAL SCHOOLS

Name: Jed Mengeink

Title: SUPT.

Date: 5/6/26

The University of Findlay:

By: _____

Name: _____

Title: _____

Date: _____

Pending Board Approval
on 5/19/26