

# CHS / ASU - DUAL CREDIT CONTRACT

Printed Student Name \_\_\_\_\_

Current Grade Level \_\_\_\_\_

I.D.# \_\_\_\_\_

I have read & understand the information listed on pages 1-2 of this application, & that I can contact a CHS Counselor for clarification.

Student Signature \_\_\_\_\_

Date \_\_\_\_\_

Parent Signature \_\_\_\_\_

Date \_\_\_\_\_

Student Email Address \_\_\_\_\_

Parent Email Address \_\_\_\_\_

Student Phone # \_\_\_\_\_

Parent Phone # \_\_\_\_\_

CHS Students can choose to take ASU dual credit courses on the CHS Campus or on the ASU Campus.

Indicate below the ASU course(s) that you plan to take:

**ON THE CHS CAMPUS** Check the box of the course(s) for next year. **\$90** (US Hist) **\$120** (Science) **per sem.**

Students on for Free/Reduced Lunch qualify for 1 free ASU-DC class per semester.

In the summer, CHS will send information regarding payment procedures.

- | CHS Course                                | ASU Course Name                                   |
|---|---|
| <input type="checkbox"/> DC/AP US History | 1-Sem=HIST 1301, 2-Sem=HIST 1302                  |
| <input type="checkbox"/> DC/AP Physics I  | Full Year = PHYS 1301 + 1101 lab                  |
| <input type="checkbox"/> DC/AP Physics II | Full Year = PHYS 1302 + 1102 lab                  |
| <input type="checkbox"/> DC/AP Biology II | 1-Sem=BIO 1306 +1106 lab, 2-Sem=BIO 1307+1107 lab |

Return a completed **Howard College Application** if you plan to take any of the following dual credit classes on the CHS Campus:

- DC/AP English 3
- DC/AP English 4
- DC Math (Contemporary Math &/or College Alg.)
- DC/AP Government &/or Economics

**ON THE ASU CAMPUS** The following are SAISD approved ASU dual credit courses **\$561.90-749.20 per sem. class**

- ENGLISH:** English III (ENGL 1301 + ENGL 1302 + ENGL 2326), English IV (ENGL 2331 + ENGL 2321)
- MATH:** College Algebra (MATH 1314), Finite/Business Math I (MATH 1324), Contemporary Math (MATH 1332), Stats. (MATH 1342), Trig. (MATH 1316 P), Pre-Calc. (MATH 2312 P), Calculus I-II (MATH 2313 P -14 P)
- SCIENCE:** Biology for Science Majors (BIOL 1306 L -1307 L), Biology for non-Science Majors (BIOL 1308 L + 1309 L), Chemistry (CHEM 1311 PL+1312 PL), Astron. (PHYS 1303 L + 1304 L), Physics (PHYS 1301 PL+1302 PL)
- S. STUDIES:** U.S. History (HIST 1301 + 1302), Federal Government (GOVT 2305), Macro-Economics (ECON 2301 P)
- FOR. LANG:** French (FREN 1301, 1302 P, 2311 P, & 2312 P), German (GERM 1301, 1302 P, 2311 P, & 2312 P), Spanish (SPAN 1301, 1302 P, 2311 P, & 2312 P), Russian (RUSS 1301, 1302 P, 2311 P, & 2312 P)
- OTHER DC COURSES:** Texas Government (GOVT 2306), Micro-Economics (ECON 2302 P), Psychology (PSY 2301 or 2315), Sociology (SOC 1301 or 1306), Geography (GEOG 1301), Speech (COMM 1315)

**P = Prerequisite** is required (listed in the course description on the ASU Academic Majors page: <https://www.angelo.edu/academics/>)  
**L = Per TEA requirement**, an additional **lab** is required for all DC science classes (usually a 3-hour lab on one afternoon each week).

**Weighted Points:** If the course is offered for weighted points on the CHS campus (underlined above), it is given the same weighted points if taken on the ASU campus. If it is not offered on the CHS campus for weighted points, the ASU course will not receive weighted points. (Note: ASU MATH 1316 & 2312 are only weighted if taken for CHS Pre-Calc. credit.)

In the chart below, write the names of the DC class(es) that you plan to take **ON THE ASU CAMPUS:**

Summer #1 (Usually early June - early July)	Summer #2 (Usually early July - early Aug.)	Fall Semester	Spring Semester

Required: Top 50%, Proof of Meningitis Vaccination (within past 5 years), Meet TSI, plus ACT=17 or SAT (Math+Read/Writing) = 920.

# CHS / ASU - DUAL CREDIT CONTRACT (Continued)

1. All ASU-DC students must **complete the ASU-DC Agreement form** (online or hard copy). New ASU-DC students must complete the **ASU-DC online application**. ASU's online application and forms may not be available until mid-March at the following website: <https://www.angelo.edu/dual-credit/presidential-scholars/>. Due to limited space, these requirements should be completed by the end of April 15<sup>th</sup>. Failure to complete requirements in a timely manner can result in removal from the DC roster(s).
2. Specific details about **admission requirements and tuition rates** for ASU dual credit courses are listed on page 1. Admission requirements & tuition rates differ depending on whether the student plans to take DC courses at ASU or on the CHS campus.
3. Students who take DC courses **on the CHS Campus** are called "**Presidential Scholars**", and those taking DC courses **on the ASU campus** are called "**Regent Scholars**".
4. **Approved DC Regent Scholar courses** (including information about weighted points) are listed on page 1 of this application.
5. Due to FERPA laws, CHS cannot register a Regent Scholar for courses without the student's approval. Therefore, **it is the student's responsibility to continue to work with the CHS Counselor until officially registered for the ASU course**. Therefore, you may need to stay in regular contact with the CHS (659-3400) even during the summer months, to ensure that you are registered for ASU courses that do not conflict with your CHS classes. To view ASU's class schedule, go to [www.angelo.edu](http://www.angelo.edu), search "Class Schedule Search", enter the term/submit, type of course, the course #, then scroll down and click "Class Search".
6. **ASU professors do not report Regent Scholar grades or attendance** in SAISD's Home Access Center/Parent Connection until the end of the semester. It is the student's responsibility to communicate with their ASU professor regarding their progress.
7. College courses usually have **fewer grades than high school courses**. There are likely to be fewer opportunities to recover from a low test grade and/or major assignment. Therefore, it is imperative that the student thoroughly prepare for each assignment/test.
8. Short Term & Long Term Carver placement is likely to result in the removal from a Regent Scholar Course. The student will be placed in a grade level course. ISS placement can also endanger the student's success in any ASU-DC course.
9. If the student would like ASU to approve **Sp. Ed. or 504 accommodations** for their DC course, it is the responsibility of the student to apply for accommodations at <https://www.angelo.edu/current-students/disability-services/> and ask the his/her CHS Counselor/DC Coordinator to email supporting documentation (i.e. IEP or 504 Plan) to ASU. Your counselor can assist you.
10. **Attendance is very important**. A minimum number of "contact hours" is required for college credit. We recommend that ASU-DC students, who expect to miss several days (i.e. due to an extra-curricular activity, etc.), discuss this issue thoroughly with the CHS-DC Coordinator prior to enrolling in the course. It is the responsibility of the Regent Scholar to become familiar with the professor's attendance policy and to proactively communicate with the ASU professor, regarding any projected future absences.
11. **ASU's calendar can be different than the SAISD calendar**. ASU Regent's Scholars may be required to attend classes on the ASU campus, even when there is a CHS holiday (e.g. SAISD Teacher Workdays, Wednesday before Thanksgiving, etc.). It is the student's responsibility to clarify attendance questions/concerns with their professor.
12. ASU Regent Scholars should be **proactive and have good communication** with their CHS & ASU professors regarding changes in their CHS or ASU schedule (i.e. activity schedule, STAAR testing, final exam schedule, etc.)
13. ASU-DC students or parents should **see the CHS Counselor/ASU-DC Coordinator immediately, if issues arise** that have a major effect on the student's ability to attend their ASU class (e.g. medical conditions, family emergencies, etc.)
14. ASU-DC students should immediately **contact the CHS Counselor/ASU-DC Coordinator if he/she is considering dropping an ASU class**. The student must get parent permission & sign an "ASU-DC Drop Request" form (available in the CHS Couns. Ctr.)
15. ASU's **last day to drop** with a "W" is usually about 6-7 weeks before the end of the college semester.
16. Each withdrawal will affect the student's overall **completion rate** for college courses and could affect future financial aid eligibility. College students are **limited to 6 drops** in their undergraduate career. Carefully consider the overall course load to avoid drops.
17. **Grades lower than a 70** (2.0 GPA) result in loss of CHS credit & ASU academic probation. Probationary students are only permitted to enroll in 6 hours (2 classes) & can be suspended if the following semester average is below a 70 (2.0). Although D's are passing on the college side, they are usually not transferrable. Weighted points do not help the student pass.
18. **CHS highly recommends** that students **check to see if their chosen dual credit course(s) will apply to their future college degree plan**. This information is usually available at the college's website under "Academics", or by talking to an admissions officer/advisor in your major field of study. Taking courses that do not fit in your degree plan can have negative consequences.
19. Regent Scholars who wish to take **ASU Dual Credit Eng. 3 on the ASU Campus**, should understand that due to...
  - A. Texas curriculum requirements (TEKS), Eng. 3 students are required to study writing/composition skills & American Lit, and...
  - B. Since ENGL 1301-02 are strictly writing/composition courses, SAISD cannot ask an ASU professor to include American Lit. into these classes for high school TEKS purposes (like we can if taken on the CHS campus). Therefore, students taking Eng.3 on ASU's campus need to take ENGL 1301 in the Fall, ENGL 1302 in the Spr. & ENGL 2626 (Am. Lit.) in the Summer. ENGL 2626 is taken for curriculum purposes only (pass/fail) and is not posted to the CHS transcript or calculated into CHS GPA.

*My signature on page 1 of this form indicates that I have read & understand the information above. I also understand that my CHS Counselor can assist me with any questions or concerns.*



ASU CID: N/A

# Presidential Scholars Dual Credit Agreement Form

Student Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ High School: \_\_\_\_\_  
*Last Name, First Name* *MO/DA/YR*

### Program Eligibility:

The off-site dual credit program is available to high school students subject to the following provisions:

1. Angelo State University must have a formal written agreement with the student's high school for off-site dual credit enrollment.
2. The student must meet all eligibility requirements and application dates set forth by ASU and the high school.

### Program Cost:

The student will be charged the dual credit rate according to the ASU Global Fee Document. It is the responsibility of the student to pay the tuition balance per term by the set ASU payment deadline. Please visit the Dual Credit Cost and Payment Guide website for cost information, payment deadlines and payment options (See <https://www.angelo.edu/dual-credit/cost-and-payment-guide.php>). Costs are subject to change for future years.

### Student Agreement:

- I agree that I am responsible for reviewing, understanding and abiding by the University's regulations, procedures, requirements and deadlines as described in all University publications.
- Pursuant to my rights under the Family Educational Rights and Privacy Act (FERPA), I give permission for ASU to disclose verbally or in writing information concerning my educational and financial records to high school administrators while enrolled as a dual credit student. (See [https://www.angelo.edu/ferpa/ferpa\\_for\\_students.php](https://www.angelo.edu/ferpa/ferpa_for_students.php) for more information.)
- Pursuant to my rights under FERPA, I give permission for ASU to disclose verbally or in writing information concerning my educational and financial records to the parents/guardians I have listed on my dual credit admission application while enrolled as a dual credit student.
- I will contact my high school counselor immediately if I need to withdraw from a course(s).
- I understand that dual credit students are not eligible for federal Pell grants or direct loans.
- I will maintain satisfactory attendance in my dual credit courses.
- I will notify ASU if my contact information changes (email, mailing address, etc.).
- I have read and understand the financial responsibilities information provided to me at the end of this document.
- I understand that I may receive a 1098-T Tuition Statement. (See <https://www.angelo.edu/services/controller/1098T.php> for more information.)
- I understand that I am responsible for paying all tuition and fees assessed each semester by the term's payment deadline.
- I understand courses may have an extra cost for textbooks/materials and I am responsible for purchasing course materials.
- I understand that this agreement remains effective for the duration of my enrollment as a dual credit student at ASU.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Parent/Guardian Agreement:

- I understand that the student must abide by the University rules and regulations.
- I understand that course grades will be reported to the respective high school for dual enrollment purposes and reporting.
- I have read and understand the financial responsibilities information provided to me at the end of this document.
- I understand that the student is responsible for the payment of all tuition and fees assessed.
- I understand courses may have an extra cost for textbooks/materials and students are responsible for this purchase.
- I understand that the student may receive a 1098-T Tuition Statement (See <https://www.angelo.edu/services/controller/1098T.php> for more information.)
- I understand this agreement remains effective for the duration of the student's enrollment as a dual credit student at ASU.

Parent/guardian signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Parent Printed Name: \_\_\_\_\_

Terms of this Agreement are subject to change. Students and parents will be notified if changes occur.  
Please see page 2 for the Financial Responsibility statement.

## Financial Responsibility Statement

When you initially register as a student at Angelo State University, you establish an account with the University through its Student Accounts Office. The terms of this agreement apply to all purchases, charges, fees, fines, tuition and loans made or obtained by you or someone else with your permission or on your behalf, or assessed to you, by, from or with respect to the University (collectively referred to as "Charges"), including tuition and fees.

A student who fails to make a full payment of tuition and fees, by the due date may be prohibited from registering for classes until the full payment is made. A student who fails to make full payment prior to the end of the semester or term may be denied credit for the work done that semester or term. Payments that are returned due to insufficient funds or stop payment do not constitute a payment in full.

You promise to pay to the total amount of all charges billed to your account, as well as all late fees, service charges, installment option fees, and interest allowed by law. You understand and agree if you drop or withdraw from some of all of your class for which you have registered, you will be responsible for paying all or a portion of tuition and fees in accordance with the published refund schedule at [https://www.angelo.edu/current-students/registrar/withdrawals\\_refunds.php](https://www.angelo.edu/current-students/registrar/withdrawals_refunds.php). This schedule is accordance with Texas Education Code 54.006.

You understand and agree if you fail to pay your account with Angelo State University by the scheduled date Angelo State University may refer your account to a collection agency. If a collection action is initiated with respect to your account, you agree to reimburse us for the fees charged by a collection agency, which may be based on a percentage (at a maximum of 30%) of the debt, and all costs and expenses, including reasonable attorney fees, we incur in such collection efforts in accordance with Texas Government Code Sec. 2107.003. You understand your account may be reported to one or more national credit bureaus. Your account is not a secured credit account. This delinquency may be reported to the State of Texas and a hold may be activated thus preventing you from receiving any funds payable to you from any state agency.

If a payment is made to your account and the payment is returned to the University as a result of insufficient funds or for any other reason, you agree to pay us the return payment fee in addition to the original amount. Pre-registered classes secured by a returned payment are subject to cancellation.

You agree not to incur Charges in excess of the amount specifically authorized by the University. The University reserves the right to refuse to allow further Charges to be placed on your account for any reason, at any time. You consent to the University or contracted agents, at our option, to report favorable and/or unfavorable credit information regarding your account to credit bureaus and other appropriate organizations. Delinquent accounts will be payable to the University until paid in full, or until the debt has been turned over to a collection agency or other legal authority for collections. Delinquent accounts that have been turned over to a collection agency or legal authority must be paid directly to that entity. The University will not accept payment on their behalf. If your account is delinquent, your academic record will be placed on hold and the University may restrict access to your grades and/or transcript. Registration for future classes may not be processed and further Charges to your account may not be allowed until the account is paid in full. You agree to reimburse us for the fees charged by the collection agency, which may be based on a percentage (at a maximum of 30%) of the debt, and all costs and expenses, including reasonable attorney fees, we incur in such collection efforts in accordance with Texas Government Code Sec 2107.003. Your account is not a secured credit account. This delinquency may be reported to the State of Texas and a hold may be activated thus preventing you from receiving any funds payable to you from any state agency.

You authorize the university, the departments, their respective agents and contractors to contact you regarding your educational debts at your current or any future number either provided or acquired for your personal phone(s) including but not limited to a cellular phone or other wireless device(s) using automated telephone dialing equipment or artificial or pre-recorded voice or text messages.

Every student may not meet the IRS requirements to receive the IRS Form 1098-T. Angelo State University provides a Tax Notification for the tax year whether the student meets the IRS requirements to receive the IRS Form 1098-T. Every student should access the Tax Notification and read the personal message at the top to determine if the student will receive the IRS Form 1098-T for the tax year. The Form 1098-T is not a receipt. Angelo State University does not report payments to the IRS. Payment information for the tax year is available in the Tax Notification or from the student's personal receipts. More information can be found at <http://www.angelo.edu/services/controller/1098T.php>.

This agreement shall be interpreted in accordance with and pursuant to the laws of the State of Texas including, but not limited to Texas Education Code § 51.967, Limitation on Educational Debt.

# REQUIREMENT FOR ALL NEW ASU-DC STUDENTS:

*ASU will not add you to any college roster until these college admissions requirements are completed.*

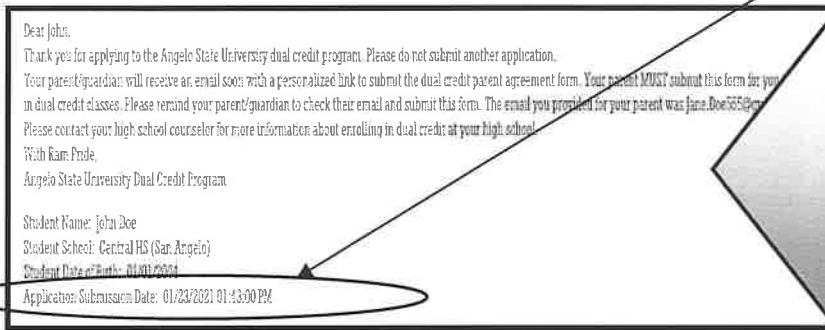
## 1. **New DC students must complete the Online ASU-DC Application to be activated in ASU's computer system.**



Go to: [www.angelo.edu/dual-credit](http://www.angelo.edu/dual-credit) - (The online application may not be live until Mid-March)

- Click on the yellow **"Apply Now"** button in the "Ready to Get Started?" section.
- Click on **"...dual credit application"**
- Complete the 7-page application (*Tips: Be sure to use your "legal name". You will be asked for your SS#. When asked if you are eligible to be claimed as a dependent, ask a parent. The answer is usually "yes".*)
- **IMPORTANT:** After you **"Submit"** on **Page 7**, you will see a page that states, "Dear <Student Name>, Thank you for applying to Angelo State...". Be sure to **document your Application Submission Date/Time below.**

I am a new ASU-DC student & completed the online appl. **My "Appl. Submission Date/Time" was** \_\_\_\_\_  
 I understand that ASU sends CHS a report listing students who completed all requirements, and that if my name is not on this report, I will be removed from the DC roster: \_\_\_\_\_



**Student Signature**

This is the screen you will see after clicking the "Submit" button on page 7 of the online ASU-DC application.

## 2. **All ASU-DC students: Turn in this completed paper application by the end of March** (to ensure your seat in the DC class)

Including **signed pages**:

- Page 1 of this packet** - ASU-DC Contract *Common mistake: Failure of student and/or parent to sign both pages 1 & 3.*
- Page 3 of this packet** - ASU Presidential Scholar Off Site Agreement Form (*"Off-Site" means off of the ASU campus*)  
 This Agreement Form can also be completed electronically, but CHS likes to have a back-up, just in case.

<b>ASU-Dual Credit on the...</b>	<b>CHS Campus</b>	<b>vs.</b>	<b>ASU Campus:</b>
<b>On the CHS Campus</b>	-	-	-
(Students on Free/Reduced Lunch qualify for 1 free class per semester)			
o Most <b>Non-Science classes</b> are considered 3-hour lecture courses	-	-	<b>\$90.00</b>
o <b>Science classes</b> have an additional lab and are considered 4-hour courses	-	-	<b>\$120.00</b>
<b>Admissions:</b> Students must be in the <b>top 50%</b> of their class or have an <b>overall "B" average/GPA</b> .			
Course prerequisites are listed in the SAISD Course Catalog. SAT/ACT is not required, but students who plan to take an...			
o ...ASU English – must prove "college readiness" in English Language Arts (through STAAR, SAT/ACT, or TSI tests).			
o ...ASU Math - must have previously passed Alg. 2 & prove college readiness in Math (through STAAR, SAT/ACT, or TSI tests).			
o ...ASU Physics – must be concurrently enrolled in Alg.2 or higher & meet College Readiness standards in Math.			
<b>On the ASU campus</b>	-	-	-
(Tuition rates are subject to change)			
o Most <b>Non-Science classes</b> are considered 3-hour lecture courses	-	-	<b>\$561.90</b>
o <b>Science classes</b> have an additional lab and are considered 4-hour courses	-	-	<b>\$749.20</b>
<b>*Classes on the ASU campus have Additional Admissions Requirements:</b> Top 50%, Proof of Meningitis Vaccination (within the past 5 years), Meet TSI (College Readiness) Standards, plus ACT=17 or SAT (Math + EB Reading/Writing) =920.			
<b>Students who plan to take classes on the ASU campus are highly encouraged to return a completed ASU-DC application into the Counseling Center (preferably in Feb.-March) and take the SAT/ACT as soon as possible.</b> ASU will not save a class seat, until all requirements are complete. Delays in this process could result in the inability to secure a seat before the student's desired ASU class fills. Turning in a completed application, triggers the CHS/ASU-DC Coordinator to call you in (to assist you with details).			