



Memorandum of Understanding (MOU)
between
Lebanon Valley College ("LVC")
and
Capital Area Intermediate Unit ("CAIU")
TERMS OF THE AGREEMENT:

The intent of the MOU is to establish an understanding of the partnership between the CAIU and LVC. As a result of this agreement, individuals working in schools within Cumberland, Dauphin, Northern York, or Perry County counties, including but not limited to CAIU, will be provided with access to educational benefits to help them grow professionally.

LVC will offer discounted graduate tuition for the following programs to any individual working in a school located in Cumberland, Dauphin, Northern York, or Perry County counties, Pennsylvania:

Autism Certificate
Social, Emotional, and Behavioral Wellness Certificate
Online Teaching and Learning Certificate
Integrative STEM Education Certificate
Comprehensive Curriculum and Assessment for PreK-12 Certificate
Modern Band Certificate
Master of Education
Master of Music Education

- Any eligible individuals working in a Cumberland, Dauphin, Northern York, or Perry County public or nonpublic school will receive a discount of 25% on the standard tuition charged towards the completion of a certificate and 15% of the standard tuition charged towards the completion of additional certificates or degrees. These certificates include: Autism Certificate; Social, Emotional, and Behavioral Wellness Certificate; Online Teaching and Learning Certificate; Integrative STEM Education Certificate; Comprehensive Curriculum and Assessment for PreK-12 Certificate; and Modern Band Certificate.
- Any eligible individuals working in a Cumberland, Dauphin, Northern York, or Perry County public or nonpublic school will receive a discount of 15% on the standard tuition charged by LVC for the cost of tuition for the Master of Education or Master of Music Education program at LVC and additional certificates or degrees.
- The current standard tuition charge is \$713 (2024-25 Academic Year) per credit hour. The tuition discount will be calculated from this standard tuition charge. LVC reserves the right to increase tuition in future years for individuals pursuing the aforementioned graduate programs. The cost per credit hour is applicable to this program's online

format. The tuition discount cannot be combined with other LVC scholarships or discounts.

- It is ultimately the responsibility of each student to satisfy any and all debts incurred through the pursuit of this certificate. To be eligible for this program, the student must also satisfy all requirements through his/her employer, collective bargaining, or administrative agreements.
- Books, travel, and all related fees are the responsibility of the student.
- If a student is eligible for tuition reimbursement from his or her employer, the student will follow LVC's policy on deferred billing.
- Students enrolled in the Master of Education; Master of Music Education; Autism Certificate; Social, Emotional, and Behavioral Wellness Certificate; Online Teaching and Learning Certificate; Integrative STEM Education Certificate; Comprehensive Curriculum and Assessment for PreK-12 Certificate; and/or Modern Band Certificate will have full access to LVC's resources including the library, computer labs, volunteer opportunities, the fitness center, athletic events, lectures, the arts, and more.
- CAIU will post on its website information pertaining to the discounted tuition for LVC's Master of Education; Master of Music Education; Autism Certificate; Social, Emotional, and Behavioral Wellness Certificate; Online Teaching and Learning Certificate; Integrative STEM Education Certificate, Comprehensive Curriculum and Assessment for PreK-12 Certificate; and Modern Band Certificate including applicable links to LVC's program website and admission requirements.

Eligibility:

Applicants must submit proof of current employment (i.e. employment badge, recent pay stub, etc.) with a school located in Cumberland, Dauphin, Northern York, or Perry County. LVC will work with prospective students to ensure that all admission requirements are met. For questions about program offerings, students should call 717-867-6089 or email graduateadmission@lvc.edu.

Communication:

The CAIU will provide a point of contact to help integrate the messaging from LVC to CAIU employees. The point of contact will announce the partnership with LVC and any additional changes in the future through CAIU's website. This will be done through mutually agreed upon marketing communication channels and reviewed on a quarterly basis.

Job-alike group leaders are responsible for including announcements, emails, weblinks, social media, flyers, and other identified vehicles for marketing communications to eligible school entities within Cumberland, Dauphin, Northern York or Perry County.

Expiration:

This is not a binding MOU, and either party can terminate the partnership by giving 30-day prior written notice. In the event of termination, any students enrolled in the Autism Certificate; Social, Emotional, and Behavioral Wellness Certificate; Online Teaching and Learning Certificate; Integrative STEM Education Certificate; Modern Band Certificate, Comprehensive Curriculum and Assessment for PreK-12 Certificate and/or applicable master's program will continue to receive the discounted tuition. Both parties agree to work in good faith to develop the partnership and specifically agree to revisit the partnership 90-days prior to the third anniversary of the start date set forth above.

Agreement Signatures:

This information contained in this MOU has been agreed upon in good faith by representatives from the Capital Area Intermediate Unit and Lebanon Valley College.

Capital Area Intermediate Unit

Date

Lebanon Valley College

Date