BEAUFORT COUNTY SCHOOL DISTRICT

2025-2026 MEMORANDUM OF AGREEMENT

This Memorandum of Agreement (MOA) is made effective the **1st day of July, 2025** between the Beaufort County School BCSD ("BCSD") and **Technical College of the Lowcountry ("TCL")** to establish conditions and guidelines for providing approved courses to BCSD high school students for dual enrollment, dual credit, and continuing education & workforce development. The high schools include Battery Creek High School, Beaufort High School, Bluffton High School, Hilton Head Island High School, May River High School, and Whale Branch Early College High School.

Term

BCSD and TCL enter into this Agreement for a term commencing **July 1, 2025 and ending June 30, 2026.** After the initial term, the agreement shall terminate unless continued by mutual written agreement for the parties.

Purpose and Scope

To enhance the cooperative relationship between TCL and the BCSD, and to provide a framework for high school students to earn college credit and high school credit concurrently and provide a framework for high school students to offer job skills for current and emerging careers. The parties agree to a dual enrollment program for students enrolled in all high schools within BCSD in the academic year 2025-2026.

Dual Enrollment Model

Dual Enrollment is a program offered to qualified Beaufort County School District high school juniors and seniors with additional options for freshman and sophomores who meet eligibility criteria to include the TCL TIDES program. It provides an opportunity for students to earn college credit by taking courses through the University while still enrolled in high school. Students enrolled in dual enrollment courses may take classes at approved BCSD high schools and/or attend classes at any TCL Campus:

TCL - Beaufort Campus
TCL - New River Campus
TCL - Culinary Institute of the South
TCL - Online

- Dual enrollment students will follow the TCL Academic Calendar with the exception of students enrolled in the TCL TIDES programs who will follow the BCSD school calendar.
- Students will abide by policies and regulations outlined in TCL's Bulletin and Student Handbook.

Student Eligibility and Requirements for Dual Enrollment

Students must meet the eligibility and admissions requirements set forth by the TCL and the South Carolina Commission on Higher Education Policy for Delivery and transferability of "Dual Enrollment" Coursework offered in High Schools. High school students who have mastered the high school curriculum and are ready for college-level work may participate in the following dual enrollment opportunities at the Technical College of the Lowcountry.

University Transfer Model

General Education/University Transfer courses are designed for students planning to attend a 4-year college or university or desiring to get a head start on general education courses required in 2-year programs at TCL. Students admitted to this program will be enrolled in regular college courses in general subject areas, chosen in consultation with the student, which will complement their high school program. Advising will be provided to students by TCL during the registration process. An official notification of acceptance is issued by the Office of Admissions and is required for enrollment. TCL follows the South Carolina Statewide Higher Education Policy for Delivery and Transferability of "Dual Enrollment" Coursework Offered in High Schools. The policy authorizes qualified high school students to enroll in college/university courses to earn credit that will be applicable to a college certificate, college degree and concurrently to a high school diploma.

Career and Technical Education (CTE) Model

Career and Technical Education programs are designed for students planning to enter careers in various areas of industry with critical workforce needs. Completion of these pathways offers students rapid entry into the workforce, and credits can be applied toward a Technical College of the Lowcountry certificate, diploma and/or associate in applied science degree in the same field. Dual Enrollment students can complete their certificate or diploma at TCL prior to graduating high school as well as finish their associate degree within one year of high school graduation. Students admitted to TCL's technical certificate program will be enrolled in high school Career & Technical completer courses, and chosen in consultation with the student, which will complement their high school program. Advising will be provided to students by TCL during the registration process. An official notification of acceptance is issued by the Office of Admissions and is required for enrollment.

Student eligibility for college transfer and CTE models:

To be considered for dual enrollment programs, students must:

a. Be enrolled as a current BCSD high school student.
b. Complete a T CL online application and submit high school transcripts.
c. Complete a Dual Enrollment Agreement/Free Application for Federal Student Aid (FAFSA) Waiver form.
d. Possess a minimum GPA of 3.0 grade point average (on a 4.0 scale unweighted)
    i. Specified CTE certificate programs may require a minimum GPA of 2.50 (on a 4.0 scale - unweighted).
    ii. Only 9th grade students who score at or above the 90th percentile on the PSAT during their 8th grade year, can be considered for dual enrollment at TCL.
e. Provide approval from student's high school Principal.

f. Successfully complete other multiple measures as determined by TCL.
g. Students must be US citizens or provide approved citizenship documentation.

The BCSD "Dual Enrollment" Reference Guide includes guidelines for student eligibility, structure and administration for dual enrollment offerings, faculty eligibility and support, assessment of student learning, limitations on credit earned and transferability of credit, and policy compliance and reporting.

Continuing Education & Workforce Development (CEWD) Model

CEWD are skill building courses leading to an industry recognized certification and offered to eligible BCSD high school seniors only. It provides an opportunity for students to complete CEWD courses through TCL while still enrolled in high school. Students enrolled in CEWD courses may attend classes at any TCL Campus:

TCL - Beaufort Campus
TCL - New River Campus
TCL - Culinary Institute of the South
TCL – Online

Student eligibility for CEWD model:

To be considered for CEWD programs, students must:

a. Be enrolled as a current BCSD high school senior.
b. Complete a TCL online application and submit high school transcripts.
c. Complete a South Carolina Workforce & Industrial Needs Scholarship (SCWINS) online application that includes the financial literacy option or other applicable technical college scholarship application.
d. Possess a minimum GPA of 2.5 grade point average (on a 4.0 scale unweighted)
    i. Specified TCL certificate programs may require a minimum GPA of 3.0 (on a 4.0 scale - unweighted) if pursuing other dual enrollment courses FOR credit.
e. Provide approval from student's high school Principal.
f. Successfully complete other multiple measures as determined by T CL.
g. Complete other program specific requirements per local and state eligibility criteria to participate in CEWD programs such as the Certified Nursing Assistant course and clinicals.
h. Students must be US citizens or provide approved citizenship documentation.

TCL TIDES Model

Beaufort County School District (BCSD) and Technical College of the Lowcountry (TCL) expanded academic partnership to increase learning opportunities for students within Beaufort County School District. This dual enrollment partnership enables qualified BCSD rising ninth grade students to enroll in a full-time dual enrollment cohort at TCL's New River Campus or Beaufort Mather Campus. The goal is for each cohort to consist of students who will experience college-level degree seeking courses as high school students, taught by TCL instructors. Student eligibility is based on the following:

To be considered for TIDES dual enrollment programs, students must:

a. Be enrolled as a current BCSD high school student.
b. Complete a T CL online application and submit high school transcripts.
c. Complete a Dual Enrollment Agreement/Free Application for Federal Student Aid (FAFSA) Waiver form.
d. Possess a minimum GPA of 3.0 grade point average (on a 4.0 scale unweighted)
    i. Only 9th grade students who score at or above the 90th percentile on the PSAT during their 8th grade year can be considered for dual enrollment at TCL.
e. Provide approval from student's high school Principal.
f. The first cohorts of ninth-grade students will choose an associate degree Pathway and will have opportunity to earn a second potential degree.

Qualifying students attending Bluffton HS, Hilton Head Island HS, and May River HS will be eligible for the cohort housed on TCL's New River Campus and will have the opportunity to participate in extra-curricular activities and athletics at their home high school.

Qualifying students attending Battery Creek HS, Beaufort HS and Whale Branch Early College HS (WBECHS) will be eligible for the cohort affiliated with TCL's Beaufort Mather Campus and will have the opportunity to participate in extra-curricular activities and athletics at their home high school.

Qualifying students attending Bluffton HS and May River HS will be eligible to earn an associate's degree in Culinary/Hospitality offered at the Culinary Institute of the South (TCL TIDES + Culinary) starting with rising 11th and 12th grade students for the first cohort in January 2026.

Obligations of the Technical College of the Lowcountry (TCL)

A TCL agrees to provide instruction, academic credit, college placement tests, registration services, and an invoice of student costs based on agreed upon per student cost and minimum class size.

B. TCL agrees to pay for the administrative services provided by the BCSD. Payment shall be invoiced to TCL twice a year and payment shall be made to BCSD by end of September (Summer/Fall Terms) and end of February (Spring/Summer Terms) of each year.

C. TCL agrees to abide by all relevant BCSD policies and regulations regarding records maintenance interim reports, and grade assignment. As part of this contract TCL agrees to provide grades in dual enrollment courses to the high school in which the student is enrolled. The student will be provided information upon enrollment that grades in dual enrollment courses will be provided to the high school.

D. For TCL Adjunct Instructors assigned to teach dual enrollment courses on BCSD campuses, TCL's relationship with the BCSD shall include supervision by the TCL Dean of Arts and Sciences and the TCL Dean of Business and Industrial Technologies of the BCSD instructors instructing the dual enrollment course. The BCSD instructor will be provided with the course syllabus and will be expected to adhere to the syllabus guidelines. The Dean or designee will provide the instructor guidance during the semester about course outcomes and expectations, will conduct observations and feedback of classroom instruction, and will review assignments and other assessment tools.

E. TCL instructors teaching BCSD students shall have completed an approved background check in the BCSD online background check system. Upon approval by the system, TCL instructors will receive an approval email. No TCL instructors will engage with BCSD students prior to completing the background check process.

F. In all hiring or employment made possible by or resulting from this Agreement TCL agrees there shall be no discrimination against any employee or applicant for employment because of disability, age, race, religion, sex, or national origin. In addition, all personnel working pursuant to this agreement shall have appropriate qualifications for the services which they provide.

G. TCL shall comply with all requirements of applicable federal and state laws, including but not limited to the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1 975, the Americans with Disabilities Act of 1990, and the Drug Free Workplace Act

H. No services to be provided under this Agreement shall be provided by anyone other than BCSD instructor supervised and approved by TCL. TCL maintains full instructional authority over the course and the assigned instructor during the time of the course delivery.

I. TCL shall adhere to all confidentiality regulations promulgated by federal, state, or local governments with regard to the treatment of student records as well as those governing the information retained and distributed by the BCSD. I.T CL agrees to require any TCL instructors (not in an adjunct capacity) to complete BCSD's Vendor Background Check processes if/when instructing courses on the campus of a BCSD High School.

J. TCL agrees to purchase workers' compensation insurance and liability insurance covering its agents and employees for their acts, failure to act or negligence arising out of or caused by the activity which is the subject of this agreement.

K. TCL will provide students with access to TCL's Library services and materials and all other college learning resources.

L. TCL agrees to coordinate with BCSD before, during, and after emergency situations by training with BCSD protection services and TCL security for the overall safety and awareness of dual enrollment students, TCL agrees to only utilize those designated 800 MHz radio frequencies assigned by BCSD.

Obligations of Beaufort County School BCSD

A. BCSD agrees to work with the administration of TCL to establish course schedules, record procedures, and facilities' accommodations.

B. BCSD agrees to orient personnel to the BCSD's Student Code of Conduct and provide support for the code's enforcement in classes taught as dual enrollment courses. Students are subject to both school and college codes of conduct.

C. BCSD agrees to provide services and resources to accommodate the needs of students with disabilities.

D. BCSD will ensure that only students registered for the dual enrollment courses offered on high school campuses are in attendance during instruction. If dual enrollment courses are taught on any BCSD campuses, non-BCSD students/adults are NOT allowed to attend the same classes with BCSD high school students during the regular instructional day.

E. For the TCL Tides program, BCSD agrees to provide personnel to operate and supervise the program.

F. BCSD will assure that all students in the class are U.S. citizens or are in the country legally. No undocumented students can enroll in TCL courses per SC State Law.

G. BCSD agrees to coordinate with TCL before, during, and after emergency situations by training with BCSD protection services and T CL security for the overall safety and awareness of dual enrollment students, TCL agrees to only utilize those designated 800MHz radio frequencies assigned by BCSD.

H. BCSD agrees to invoice TCL in September (Fall Term) and February (Spring Term) of each school year for administrative services provided by the BCSD.
(see Appendix A for Tuition Fee Rates)

Mutual Agreements

A. TCL and BCSD agree to recruit students jointly and collaboratively.

B. TCL and BCSD agree to provide orientation to the dual enrollment programs for parents, students, and staff from each institution.

C. TCL and BCSD agree to establish and implement specific evaluation criteria to determine the success of the dual enrollment program. Such criteria shall include, but not be limited to student participation and success in courses, completion of related course sequences, and utilization of the credit at postsecondary institutions.

D. Enrolled students are covered by the student accident insurance of both TCL and BCSD.

E. TCL and BCSD agree to establish and implement an agreed upon emergency communication policy utilizing BCSD's 800MHz radio frequencies currently in place with TCL's radios to assist in success if the dual enrollment program. Such criteria shall include, but not be limited to which BCSD frequencies may be used and which radios can have access to such frequencies.

Obligations of Students

A. Students shall meet class attendance requirements;

B. Students shall maintain appropriate behavior;

C. Students shall complete all course assignments;

D. D. Students shall achieve a passing grade.

Beaufort County School District Nondiscrimination Statement

Nondiscrimination. The BCSD affirms the right of all individuals to be treated with respect and to be protected from intimidation, discrimination, physical harm, and/or harassment. The BCSD is committed to nondiscrimination and equal opportunity for all students, parents/legal guardians, staff, visitors, applicants for admission and employment, personnel, and community members who participate or seek to participate in its educational programs or activities. Accordingly, the BCSD does not discriminate against any individual on the basis of race, religion, sex, pregnancy, childbirth, or any related medical conditions, color, physical or mental disability, age (40 or older), ancestry, genetic information, national origin, or any other applicable status protected by Title VI, Title VII, Title IX or any other local, state, or federal law.

Termination

Either TCL or BCSD may terminate this Agreement at any time by giving written notice of said termination, should the other party fail to substantially perform its obligations under the Agreement. Either party may terminate this Agreement without cause at any time upon mutual agreement between the parties or by giving the other party at least 30 days advance written notice which does not interrupt the conclusion of a course or course sequence in progress. The notice required under this clause shall be sent by registered mail to the Superintendent, Beaufort County School BCSD, PO Box 309, 2900 Mink Point Blvd., Beaufort, SC 29901- 0309 or Vice President of Administrative Services, Technical College of the Lowcountry, PO Box 1288, Beaufort, SC 29901-1288.

BEAUFORT COUNTY SCHOOL DISTRICT (BCSD)

Dr. Frank Rodriguez, Superintendent

DATE: 8/19/25

TECHNICAL COLLEGE OF THE LOWCOUNTRY (TCL)

Nancy H Weber

Digitally signed by Nancy H Weber
DN: cn=Nancy H Weber, c=US, o=Technical College of the Lowcountry, ou=VP Administrative Services, email=nweber@tcl.edu
Date: 2025.09.16 15:33:09 -04'00'

Nancy Weber, TCL VP for Admin Services

DATE: _____

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