EMS ISD Dual Credit Policies, Procedures, & Resources

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Table of Contents

Dual Credit Expectations …… 4
Cost …… 4
Dual Credit Course Offerings …… 6
Textbook Information …… 8
Course Times by Location …….. 9
Dual Credit Enrollment Process …… 10
TSIA2 Information & Required Scores …… 12
Course Registration …… 14
Course Payment & Financial Aid ……... 15
Calendar ……. 15
Transportation.…… 15
Attendance …….. 16
Grade Reporting …….. 16
Dropping a Course..…… 17
Failing a Course …….. 18
Change of Placement..…… 18
Special Services …….. 19
TCC Email …….. 19
Words of Wisdom.…….. 19

Disclaimer

This handbook serves as a resource guide for parents and their students interested in taking dual credit course work. ***Any information included in this handbook is subject to change due to new mandates by TCC, Tarleton Today, OnRamps, or EMS ISD.**

Contact Information

Each high school campus has a dedicated dual credit coordinator. This representative is your first contact for TCC dual credit programs. They work closely with Tarrant County College (TCC) to ensure accurate enrollment in both TCC courses and EMS ISD programs. If you have any concerns during the enrollment process or throughout your coursework, don't hesitate to reach out. Your campus representative can facilitate communication with TCC to address any areas of concern. Please allow sufficient time for this communication to occur.

For questions about Tarleton Today or OnRamps courses, your teacher is the first point of contact. Any further questions in regard to these courses can be addressed by your counselor.

Boswell HS Counseling Department:	Chris Bell- cbell@ems-isd.net
Chisholm Trail HS Counseling Department:	Michael Brown- mbrown01@ems-isd.net
Eagle Mountain HS Counseling Department:	Amanda Vargas- avargas@ems-isd.net
Saginaw HS Counseling Department:	Kristi Davis- kdavis01@ems-isd.net

Expectations of a Dual Credit / Dual Enrollment Course

A dual credit / dual enrollment course requires students to take responsibility for their learning and success. The following list illustrates the expectations of a student in a dual credit course.

- Students are responsible for completing assignments and taking tests on time as outlined in the syllabus.
- Students determine what they need to learn.
- Students take notes and prepare their own outlines and study guides.
- Students monitor their own progress and calculate their own grades.
- Students must have prerequisite knowledge and skills before starting the class.
- Students are expected to generate questions and initiate discussion.
- Students are responsible for learning all material whether or not it is presented in class.
- Students take fewer tests over larger amounts of material and are not necessarily allowed to make-up or retake tests.
- Student grades are based on a small number of assessments.
- Students are responsible for sharing grades with parents via their TCC Canvas account. Grades are not available through Skyward throughout the grading period.
- Due to Family Educational Rights and Privacy Act (FERPA), communication is between only the student and the professor.
- College courses sometimes deal with controversial issues or subject matter.

Cost of a Dual Credit Course

- TCC courses are free of charge to dual credit students. ***Tuition prices are subject to change if TCC changes their tuition policy or legislation changes.**
    - Students that enroll in concurrent courses for college credit only may incur a $69 per credit hour fee for tuition through TCC. If student's residency status is deemed out-of-county or out-of-state, the tuition rate could increase.
    - Students will be responsible for all other TCC fees, including textbooks
- Tarleton Today courses are $50 per credit hour. Any FAST-eligible* student can take Tarleton Today courses free of charge.
- OnRamps courses are $149 per course. Any FAST-eligible* student can take an OnRamps course free of charge.

***FAST-eligible** refers to students who qualify for Financial Assistance for Student Tuition (FAST) program. Students who currently qualify for free or reduced lunch, or who have qualified within the previous four years, are considered FAST-eligible and have their dual enrollment tuition covered.

Side-by-Side Comparison of Dual Credit and Advanced Placement (AP)

	Advanced Placement (AP)	Dual Credit (DC)	OnRamps (OR)	Tarleton Today
Description	Allows students to take college-level courses and exams to earn college credit or placement while still in high school	Allows high school students to simultaneously earn high school and college credit	UT Austin dual enrollment program that allows students to earn high school credit and the opportunity to earn transferable UT Austin college credit while enrolled in high school.	Tarleton State University's dual enrollment program that allows students to earn high school and college credit while completing college-level coursework in high school.
College Credit	Must pass College Board AP exam with a score of 3 or higher for potential college credit	TCC college credit earned upon successful completion of course(s)	College credit may be earned through UT Austin. Students who earn and accept credit receive a UT Austin transcript; credit is transferable to Texas public universities and many other institutions.	Tarleton State University college credit earned upon successful completion of course requirements. Credits may transfer to other Texas colleges and universities.
Instructors	Taught by the high school teachers trained by the College Board	Taught by college instructors or high school teachers who serve as adjunct professors	Taught by the high school teachers trained by OnRamps.	Taught by the high school teachers trained by Tarleton State University.
College/ University Acceptance	Accepted throughout the nation (check the policy at each college or university as colleges determine the specific credit awarded)	Accepted at public colleges and universities in Texas as well as many other colleges and universities across the nation (check the policy at each college or university)	UT Austin credit is guaranteed to transfer to Texas public universities when applicable and is accepted by many private and out-of-state institutions; transfer policies vary by institution.	Credits apply directly to Tarleton degrees and may transfer to other public colleges and universities in Texas according to institutional policies.
Location	Taught at the high school	Taught at the high school, online, or at a TCC campus	Taught at the high school	Taught at the high school
Eligibility	Open to any student grades 9-12	*Available for students in 11th & 12th grade with limited options for 9th & 10th grade students *Must have high school approval and complete registration requirements *Must meet TSIA2 eligibility requirements for college-level course work	Open to students in grades 9-12. No application, TSIA, or placement test required; enrollment requirements are determined by the district/course.	Available to students in grade 9-12. No TSI requirement; some courses have prerequisite coursework requirements.

Cost	Free to take the course (Test fee will be required to take the test; fee reductions may be available for eligible students)	**Currently FREE due to HB 8 legislation.** TCC tuition rate for concurrent enrollment courses: $69 per credit hour (classes are usually 3 hours each for a $207 total cost per class— grant funds may be available)	$149 per course; FREE for FAST-eligible students.	$50 per credit hour; FREE for FAST-eligible students.

Tarrant County College®

SUCCESS WITHIN REACH.

The following lists important TCC offices and contact information. Please note that you may or may not need to contact these offices. This handbook provides information about the purpose of these resources.

Tarrant County College – Northwest Campus 4801 Marine Creek Parkway, Fort Worth, TX 76179 www.tccd.edu
Contact Information
NW Campus Dual Credit Office https://www.tccd.edu/academics/high-school-programs/dual-credit/service-areas/#nw
NW Campus Registrar https://www.tccd.edu/admission/admissions-registrar-office/admissions-registrar-contact/
NW Campus Business Services https://www.tccd.edu/services/paying-for-college/business-services-contact/
NW Campus Financial Aid https://www.tccd.edu/services/paying-for-college/financial-aid/financial-aid-contact/
NW Campus Testing Center https://www.tccd.edu/admission/testing-centers/testing-location-hours/
NW Campus Student Accessibility Resources https://www.tccd.edu/services/support-services/student-accessibility-resources/
Tech 24/7 https://www.tccd.edu/services/support-services/tech-support/
NW Campus Veterans Services https://www.tccd.edu/services/veterans-services/veteran-services-contact/

TCC Dual Credit

EMS ISD and TCC work together to provide students with the opportunity to participate in dual credit courses. The TCC Dual Credit Program allows students to earn college credit while attending high school. Dual credit students take college-level courses taught by fully credentialed TCC faculty. These courses satisfy high school graduation requirements and provide college credit at the same time.

- EMS ISD will award high school academic credit for approved courses.
- TCC will award college-level academic credit.

When dual credit students graduate from high school, they may have already completed transferable college credits. (Source: TCC) Credit policies are determined by each individual college. Earning credit for a dual credit course does not guarantee transferable college credit at all institutions.

TCC Dual Credit Benefits

Participating in dual credit provides the following benefits to students:

- Receive high school **and** college credit for courses in which they earn a "C"/70 or better.
- Graduate from their high schools with transferable college credits (credit awarded determined by each college)
- Fast-track their undergraduate or vocational degrees.
- Save on tuition and fees by accelerating time to complete a degree.
- Have access to the full range of TCC services.
- Experience college culture.
- Gain confidence to succeed in college.

TCC Eligibility

Dual credit through TCC is available for qualifying students. To take a course for dual credit, the course must be an EMS ISD approved course to receive high school credit. Most options currently available are for students in grades 11 and 12. While some students may be prepared to move into a dual credit course in the 9th or 10th grade, there are additional TCC requirements for these students and limited course options. Please see your high school counselor for advisement if you are a 9th or 10th grade student that is considering a dual credit course.

TCC students:

- Must **meet TSIA2 eligibility requirements** for college-level coursework or be eligible for a waiver based on SAT or ACT scores.
- May **not be enrolled** in **more than two dual credit courses** per term (6 credit hours per semester)
- Are **not eligible** to enroll in **developmental courses** for dual credit.
- Must earn a **"C" or higher** in each course attempted to **remain eligible** for dual credit coursework. If a student receives a **"D"** or **"F"** they are no longer eligible for dual credit courses within the subject area of failure throughout high school. *(Example: A student earns a "D" in ENGL 1301. They are no longer eligible to enroll in English courses for dual credit throughout high school, however, students can still enroll in dual credit courses in a subject area other than English.)*

- Must follow TCC's Academic Standing and all other policies and regulations outlined in the TCC Catalog - http://catalog.tccd.edu/content.php?catoid=4&navoid=210

TCC Dual Credit Course Offerings & Course Availability

Classes will only be offered at the location and time as posted if there is enough enrollment to support the class. For a course to be held, 15 students must complete the enrollment.

TCC can cancel classes due to low enrollment. Every effort will be made to accommodate students completing the enrollment and payment process. The following options may be considered if a class does not meet the enrollment requirements.

Option #1: The course will be converted from a face-to-face course to an online course, or a blended course. Courses that are online only are asynchronous and do not meet in person. Blended courses require online access and the ability of the student to meet face-to-face for the course (50% online - 50% face-to-face).

Option #2: Course will be combined with other EMS ISD high schools and meet centrally at one EMS ISD campus. Transportation must be provided by the student.

Option #3: The class will be cancelled. Students will need to select the on-level or AP alternative to the course.

**Any one of these options may be considered. Options #1 and #2 are not a guaranteed option. TCC decides the outcome of a low enrollment courses.

Academic Core Course Options

The following dual credit classes will be offered at Boswell HS, Chisholm Trail HS, Saginaw HS, and Eagle Mountain HS. Classes will be held on the high school campuses or online and taught by TCC faculty.

High School Course Equivalent	High School Credit Awarded	College Course Name	College Credit Hours
English III	0.5 (Semester 1)	ENGL 1301	3
	0.5 (Semester 2)	ENGL 1302	3
English IV *(For students who have NOT completed ENGL 1301 & 1302)*	0.5 (Semester 1)	ENGL 1301	3
	0.5 (Semester 2)	ENGL 1302	3
English IV *(For students who have completed ENGL 1301 & 1302)*	0.5 (Semester 1)	ENGL 2323	3
	0.5 (Semester 2)	ENGL 2327	3
US History	0.5 (Semester 1)	HIST 1301	3
	0.5 (Semester 2)	HIST 1302	3
US Government	0.5	GOVT 2305	3
Economics	0.5	ECON 2301	3

Dual Credit Course Offerings Not on Home Campus

The courses identified below are dual credit courses that students may take on their own time through TCC. These courses must be taken at a time that does not conflict with the student's regular school day. An official transcript from the college/university is required to be submitted for high school credit to be awarded. These courses are not taught at the high school campus.

High School Course Equivalent	High School Credit Awarded	College Course Name	College Credit Hours
Professional Communications	0.5	SPCH 1311- Introduction to Speech Communication	3
Algebra II	1	MATH 1314- College Algebra	3
Independent Study in Math *(4^{th} year advanced math credit)*	1	MATH 1324- Mathematics Business and Soc. Sci.	3
Psychology	0.5	PSYC 2301- General Psychology	3
Sociology	0.5	SOCI 1301- Introduction to Sociology	3
American Sign Language I	1	SGNL 1401- American Sign Language I	4
American Sign Language II	1	SGNL 1402- American Sign Language II	4
Spanish III	1	SPAN 2311- Intermediate Spanish I	3

Career and Technical (CTE) Course Options

The following dual credit classes will be offered as career and technical dual credit course options.

CTE Dual Credit Options – Courses Only Offered on a TCC Campus

The following dual credit classes will be held on a TCC campus, at a time during the student's school day, and taught by TCC faculty. Transportation is not provided to TCC campuses. Students must provide their own transportation. Courses located on a TCC campus follow the same tuition guidelines as the academic core dual credit options.

TCC course offerings and course availability are subject to change.

High School Course Equivalent	High School Credit Awarded	College Course Name	College Credit Hours
Advanced Aircraft Technology (Alliance Campus)	1.5 (Semester 1)	AERM 1315/1205	6
	1.5 (Semester 2)	AERM 1310/1208	6
Advanced Aircraft Technology II (Alliance Campus)	1.5 (Semester 1)	AERM 1314	3
	1.5 (Semester 2)	AERM 1303	3
Fire Fighter I (NW Campus)	1 (Semester 1)	FIRT 1301/1329	6
	1 (Semester 2)	FIRT 1311/1371	6
Greenhouse Operations & Lab (NW Campus)	2 (Semester 1 & 2 must be completed to earn credit)	HALT 1301	3 (Semester 1 - Fall)
		AGCR 2418	4 (Semester 2 - Spring)
Horticultural Science & Advanced Plant and Soil Science	1 (Semester 1)	HALT 2308	3
	1 (Semester 2)	HALT 2323	3

CTE Dual Credit Options- Courses Offered at HCTC

The following dual credit classes will be held at Hollenstein Career and Technology Center (HCTC) and taught by HCTC instructors that are fully credentialed through TCC. Students taking a course on the HCTC campus will not pay tuition for the course. Upon successful completion of the course, students will receive college credit through TCC and high school credit through EMS ISD.

The availability of these courses is subject to the instructor's credentials with TCC and TCC course offerings.

High School Course Equivalent	High School Credit Awarded	College Course Name	College Credit Hours
Networking & Security & Lab	1 (Semester 1)	CPMT 1403	4
	1 (Semester 2)	ITNW 1309	3
Cybersecurity	1 (Semester 1)	ITNW 1425	4
	1 (Semester 2)	ITSY 1300	3
Culinary 1	1 (Semester 1)	CHEF 1301	3
	1 (Semester 2)	CHEF 1305	3
Culinary 2	1 (Semester 1)	HAMG 2301	3

*Dual credit courses offered at HCTC will be held daily throughout the semester during the student's regular school day. These courses follow the EMS ISD schedule.

Textbook Information for Dual Credit Courses

Academic Dual Credit & CTE Dual Credit on a TCC Campus

Students may be responsible for purchasing textbooks for their courses. Contact information is listed below for TCC. You can order the books online through the TCC Bookstore website. Cost varies. Please check with your instructor on the first day of class to verify you purchased the correct text.
Student Center TCC NW Campus - 817-515-7755

CTE Dual Credit and Dual Enrollment on the HCTC Campus

Students will follow the HCTC procedures for textbooks. HCTC courses are tuition free, however, students will be responsible for any required course materials or certification fees.

Course Times and Location

Summer Courses

Summer courses can be online or face-to-face on a TCC campus.

***Special Note:** Select courses wisely. Students taking the AP English Language (AP English 3) exam in May could be awarded ENGL 1301 credit through TCC for scoring a 3 or 4 on the exam or be awarded ENGL 1301 and ENGL 1302 credit through TCC for scoring a 5. Scores for AP exams are not released until July.*

***Another Special Note:** Be aware when taking summer dual credit courses, students must have a full academic high school schedule during the school year. Please plan for the high school courses you would like to take in place of the academic classes you took through summer dual credit. There is the possibility of schedule conflicts and you may be placed in electives that do not fit your interest area. There are no "free" or "study" periods in high school.*

Course Dates	Course Name	Location
Summer I Session (Semester 1-HS Credit) *Courses meet according to the TCC academic calendar.*	ENGL 1301	Online
	ENGL 2323	
	HIST 1301	
	GOVT 2305	
	ECON 2301	
Summer II Session (Semester 2-HS Credit) *Courses meet according to the TCC academic calendar.*	ENGL 1302	Online
	ENGL 2327	
	HIST 1302	
	ECON 2301	
	GOVT 2305	
Summer I Session (Semester 1 – HS Credit) *Courses meet according to the TCC academic calendar.*	**The courses listed above can be taken face-to-face on the TCC campus. Offerings and times are determined by TCC. Instructions for viewing options can be found in the Appendix section of this handbook.*	TCC Campus
Summer II Session (Semester 2 – HS Credit) *Courses meet according to the TCC academic calendar.*		

Fall/Spring School Year Courses

Course Dates	Course Name	Course Time		Location
Fall (Semester 1)	ENGL 1301	**AM Class Option** 8:40 am – 10:00 am -or- **PM Class Option** 3:35 pm – 4:55 pm	*Courses meet 2 days per week with course subjects meeting on alternating days. It is possible for a student to take 2 courses during the same time option. No courses are held on Fridays.*	Student Home Campus BHS CTHS EMHS or SHS
	ENGL 2323			
	HIST 1301			
	GOVT 2305/ECON 2301			
Spring (Semester 2)	ENGL 1302	**AM Class Option** 8:40 am – 10:00 am -or- **PM Class Option** 3:35 pm – 4:55 pm		Student Home Campus BHS CTHS EMHS or SHS
	ENGL 2327			
	HIST 1302			
	ECON 2301/GOVT 2305			

Dual Credit Enrollment Process

The dual credit enrollment process is very important in ensuring that students meet qualifications and are enrolled in the dual credit courses of their preference. Each portion of the dual credit enrollment process is explained in the chart below. Students must meet deadlines to continue through the process to enroll in dual credit courses.

Returning or 2nd Year Dual Credit Students

*Students that have previously taken dual credit courses will not have to complete each of the steps below. Steps are marked with an * if they are **REQUIRED** for returning students.

TCC Enrollment Steps

Step 1	**Access Canvas for the dual credit enrollment course.** Students will utilize Canvas to complete the enrollment process. Detailed instructions on how to complete each step will be located in Canvas. Students must enroll in the course that corresponds to the student's home campus. **Boswell HS: www.emsisd.com/bhsdualcredit** **Chisholm Trail HS: www.emsisd.com/cthsdualcredit** **Saginaw HS: www.emsisd.com/shsdualcredit** **Eagle Mountain HS: www.emsisd.com/emhsdualcredit**
Step 2*	**Complete the online application to TCC.** Apply TCC is the system students use to complete their application to TCC. Returning dual credit students do not need to complete this step, as they completed the application during the enrollment process as a first-year dual credit student.
Step 3	**Complete the Pre-Assessment Activity (PAA) to prepare for TSIA2 testing.** Students MUST complete this requirement to be eligible for TSIA2 testing. Upon completion the PAA, students will receive an email with confirmation of completion. Instructions for submitting the confirmation of completion can be found in the Canvas course.

Step 4	**<u>Login to your Hello!TCC account.</u>** Students will receive an email from <u>DONOTREPLY@TCCD.EDU</u> 2-5 business days after completing the Apply TCC application. This email contains the student 7-digit TCC Colleague ID Number and your TCC email address. Students will follow the instructions in their welcome email to login to their online account to complete the remainder of the enrollment steps. *The welcome email should be saved for future reference. ****Returning dual credit students will need to login to their <u>existing</u> TCC account.***
Step 5	**<u>Complete the TCC Online Readiness Assessment.</u>** TCC now requires all students to complete the Online Readiness Assessment. Students must use their Hello!TCC login information to access the assessment. Instructions for accessing and submitting documentation can be found in the Canvas course. Students must successfully pass the Online Readiness Assessment 48 hours prior to course registration at TCC. Students must receive the following scores in each category: Reading Rate and Recall: 60% Technical Competency: 80% Technical Knowledge: 60% Typing Speed and Accuracy: minimum score of 15 WPM required Students can re-take the assessment as many times as needed but must wait 24 hours between each attempt. Please call TCC at 817-515-8000 for help concerning Online Readiness.
Step 6	**<u>Submit the TCC STUDENT SUMMARY.</u>** After you have completed steps 1-5 listed above, you will be asked to submit a copy of your TCC Student Summary. The summary provides information to help your campus determine if you are missing any steps needed for enrollment. Instructions for accessing your TCC Student Summary and submitting the documentation can be found in the Canvas course.
Step 7*	**<u>Complete the EMS ISD Dual Credit Student Information Online Form.</u>** The form is a way for the campus to collect needed information for TCC paperwork and your course requests. The form can be found in the Canvas course, and will only be accessible once all other requirements are met. ****Students completing Steps 1-7 by the posted deadline will be eligible to participate in TSIA2 testing on the home campus.*** Qualifying exam scores are required for dual credit enrollment (SAT/ACT/TSIA2).

Additional TCC Requirements

The following are not required of every student; however, these items must be submitted directly to TCC by the student.

Submit the FERPA form to TCC *(Recommended for all students, not required. Required for parents to be able to communicate with TCC about their student's education plan.)* *Students must submit this form to the dual credit office via their TCC email. EMS ISD cannot submit FERPA forms for students.*	The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Dual Credit students must submit the Waiver of Academic Privacy (FERPA) before the College will release the student's academic record to any third-party, including parents. To submit the Waiver of Academic Privacy to TCC, students must: **1.** Download the form from the following address. https://www.tccd.edu/documents/services/student-records/ferpa/ferpa-waiver.pdf **2.** Complete the form with TCC information and student signature. Email nw.dualcredit@tccd.edu a scanned attachment of your completed form via your TCC email account.

Submit the Meningitis Vaccination Record *(Only required prior to enrollment for courses taken in-person on a TCC campus.)*	**Meningitis Vaccination Record** **1.** Records can be uploaded via your Hello!TCC account. Log in, click the Meningitis Record Submission button under "Prepare to Register", and upload your vaccination record. **2.** Records can be submitted to the TCC NW Campus Registrar's Office in-person. You will not be able to register for a course held on a TCC campus until your vaccination record is submitted.
Complete the #NotAnymore requirement	Texas S.B. No. 968 requires that students successfully complete the #NotAnymore program before their 2nd semester at TCC. **New students who fail to complete the #NotAnymore program will be blocked from registration.** #NotAnymore is an interactive online program designed to help students better understand consent, bystander intervention, sexual assault, dating and domestic violence and stalking. Students must login to their Hello!TCC account to view and take an exam. Students will receive a certificate once completing the program. Instructions for completing this step and submitting the documentation can be found in the Canvas course.

Texas Success Initiative (TSIA2) Assessment

To be eligible to participate in dual credit, students are required to meet the admissions criteria of Tarrant County College (TCC), which includes completion of the TSIA2 assessment (reading, writing, & math). Below you will find information pertaining to this assessment and how this assessment is used by TCC.

The **Texas Success Initiative Assessment** (TSIA or TSIA2) is the state-mandated placement test (Texas Education Code §51.333) that Texas public institutions of higher education must use to determine a student's readiness for college-level courses.

Example Scenario

- A student receives a *CRC score of 945 or higher with an Essay score of 5 or higher* on the ELAR section of the TSIA2. The student can then enroll in a college level course for college credit, for example, US History (HIST 1301).

  -or-

- A student does not receive the minimum score ELAR section of the TSIA 2. The student will not be able to enroll in US History (HIST 1301).

TSIA2 Required Scores

ELAR (Reading & Writing)	CRC 945-990 AND Essay 5-8 **-OR-** CRC 910-944 AND Diagnostic Level 5-6 AND Essay 5-8
Math	CRC 950-990 **-OR-** CRC 910-949 AND Diagnostic Level 6

TSIA2 Waiver & Exemptions

Students meeting any of the following criteria can be waived or exempt from the corresponding TSIA2 section.

SAT (exemption)	EBRW *(Evidence Based Reading & Writing)* Section Score: **480** Math Section Score: **530**
ACT (exemption)	**ACT Taken BEFORE February 15, 2023** Composite Score: **23, -AND-** English Section Score: **19** Math Section Score: **19** **ACT Taken AFTER February 15, 2023** English & Reading Sections Combined Score: **40** Math Section Score: **22**

**For TCC to accept SAT or ACT scores as an exemption, students must send their scores to TCC through the College Board or ACT website. Scores must be sent as soon as possible to allow TCC to process the exemption.*

Academic Core Course Options – TSIA2 Requirements

Course Code	High School Equivalent Course	Qualifying TSIA2 Score/Exemption Required
ENGL 1301 ENGL 1302	English III or English IV	**ELAR Section Only**
ENGL 2323 ENGL 2327	English IV	Completion of ENGL 1301 & ENGL 1302 with a "C" or higher
HIST 1301 HIST 1302	US History	**ELAR Section Only**
GOVT 2305	Government	**ELAR Section Only**
ECON 2301	Economics	**ELAR Sections**

Additional Concurrent Enrollment Course Offerings – TSIA2 Requirements

Course Code	High School Equivalent Course	Qualifying TSIA2 Score/Exemption Required
SPCH 1311	Communication Applications	Must take TSIA2 - No Minimum Score
MATH 1314	Algebra II	**Math Section Only**
MATH 1324	Independent Study in Math	**Math Section Only**
PSYC 2301	Psychology	**ELAR Section Only**
SOCI 1301	Sociology	**ELAR Section Only**
SGNL 1401	American Sign Language I	Must take TSIA2 - No Minimum Score
SGNL 1402	American Sign Language II	Must take TSIA2 - No Minimum Score

SPAN 2311	Spanish III	Must take TSIA2 - No Minimum Score

Career & Technical Course Offerings at TCC – TSIA2 Requirements

Course Code	High School Equivalent Course	Qualifying TSIA2 Score/Exemption Required
FIRT 1301/1329 FIRT 1311/1371	Firefighter I	**ELAR & Math Recommended**, *Not Required*
AERM 1310/1205 AERM 1310/1208	Advanced Aircraft Technology 1	**ELAR & Math Recommended**, *Not Required*
AERM 1314/1303	Advanced Aircraft Technology 2	Completion of Aircraft Technology I with a "C" or higher
HALT 1301 AGCR 2418	Greenhouse Operations & Lab	Must take TSIA2 - No Minimum Score
HALT 2308/2323	Horticultural Science & Advanced Plant and Soil Science	Completion of Greenhouse Operations & Lab with a "C" or higher

Career & Technical Course Offerings at HCTC – TSIA2 Requirements

Course Code	High School Equivalent Course	Qualifying TSIA2 Score/Exemption Required
ITNW 1425 ITSY 1300 CPMT 1403 ITNW 1309	Networking & Security & Lab Cybersecurity	Completion of CMPT 1425/1305 with a "C" or higher
CHEF 1301 CHEF 1305	Culinary Arts	Must take TSIA 2 - No Minimum Score
HAMG 2301	Advanced Culinary Arts	Completion of CHEF 1301 & 1305 with a "C" or higher

TSIA2 Testing Locations

Students that complete all the dual credit enrollment steps via Canvas, by the posted deadline, will be scheduled to take the TSIA2 on their home campus.

For students that miss testing on the home campus, students must take the exam through TCC.

Testing options at TCC include taking the exam in person at the TCC NW Campus Testing Center, or online through a remote proctoring service.

Students must follow the procedures to schedule in-person or remote testing through TCC.

Click this link for instructions on scheduling the TSIA2 through TCC:
https://www.tccd.edu/admission/testing-centers/tsi-assessment/

Course Registration *(For Qualifying Students)*

Once students complete the TCC enrollment steps and meet the required scores on the required assessment, students are eligible to enroll in courses.

Students must register for courses through their MyTCCTrack account. Students must complete online registration by the deadline identified for each enrollment term. If students do not complete this process, they will not be registered for the course through TCC.

NOTE: Specific registration instructions and information will be sent to the student EMS ISD email accounts when registration is available. Students are expected to follow the instructions to self-register for the appropriate courses through MyTCCTrack.

Course Payments

Current TCC dual credit students may take dual credit courses through Tarrant County College tuition free. In the event legislation changes, or students are taking a course for college credit only, TCC tuition fees may apply. If required, students must pay tuition to TCC to complete registration for classes. Students must follow TCC's deadlines for payment. Students can pay online via MyTCCTrack. Students can set up payment plans in the system or pay in full or can make tuition payments at the TCC Business Services Office. Payments cannot be accepted at the high school campus.

Calendar

Dual credit classes follow the TCC calendar. Semesters usually start and finish at different times than the semesters at EMS ISD.

When do I need to be on campus?
When dual credit classes begin, students will need to report to their dual credit class at the designated time and location. If your class is not scheduled to meet that day, you will not be in that class. *(**Example:** If you have a 1st or 8th period dual credit class, you will have late arrival or early release on the days your class is not scheduled to meet.)* The classroom where your class meets will be locked on days when class is not in session and you will need to be off campus.

Exception: **HCTC CTE Dual Credit Courses** – Students in these courses follow the EMS ISD calendar. Students will attend class Monday through Friday during their scheduled class period.

What do I do if I ride the bus to school, or have transportation problems and will have to be on campus when my dual credit class is not meeting?
There is not a designated place on campus for you to meet when your dual credit class is not in session. To participate in the course, you will need to be off campus when your class is not in session. You will need to find alternate transportation for days your class does not meet.

What do I do in inclement weather?
In the case of bad weather, students need to monitor and follow EMS ISD delay and closures.

Transportation Policy

EMS ISD does **NOT** provide transportation for students enrolled in dual credit classes. Students taking dual credit courses at HCTC will be able to utilize district transportation as the classes coincide with the regular school schedule. Student drivers MUST have a valid Driver's License & insurance to drive and park at EMS ISD and TCC facilities.

Attendance Policy

Regular and punctual class attendance is expected at Tarrant County College. Student absences will be recorded from the first day the class meets. In case of absence, it is the student's responsibility to contact the instructor. Students who stop attending class for any reason should contact the instructor and the campus dual credit contact to officially withdraw from the class. Failure to officially withdraw may result in a failing grade for the course. Attendance is not reported in the EMS ISD Skyward system. Class attendance and participation

are essential to student success. Effective with the Spring 2012 term, the following attendance guidelines will apply:

- A student in an on-campus course missing a cumulative of 15 percent of the class meetings **and** not keeping up with the course assignments may be dropped **at the discretion of the instructor**. (source TCC)
- For online courses, assignment due dates are used to calculate attendance. Missing an assignment is equivalent to missing a class.

Grade Reporting

TCC professors are responsible for grading. The grading policies for a dual credit class are determined by TCC. Professors will NOT communicate with parents regarding course progress. Students will not receive any grade on their report card in the duration of their dual credit class (no progress report grades or six-week grades will be available in Skyward). Students will need to check their grades in their TCC account. **Only the first attempt of a dual credit course will be posted on the high school transcript. If students fail a dual credit course, they may not re-attempt to earn for high school credit.**

*Any student that is suspected of Academic Dishonesty will be disciplined by TCC, according to TCC policy and procedure. TCC supervises faculty professors. Visit the TCC website for information regarding policies and procedures: https://www.tccd.edu/services/student-life/rights-and-responsibilities/ .

*For CTE dual credit courses located on the HCTC campus, instructors follow TCC procedures. No grades will be available in Skyward.

Grade Equivalencies & Weight

Dual Credit Classes at EMS ISD

The exact **numeric** course grade the district receives from TCC is used to determine the grade posted on the student's high school transcript. Dual credit courses are weighted courses. ~~Five~~ points will be added to the final numeric grade when calculating a student's academic GPA. Students will not be required to submit an official TCC transcript to the school for dual credit courses taken on a EMS ISD campus. **Students must score a 70 or higher in their dual credit course to receive high school credit.** **Please note that a letter grade will appear on a student's official TCC transcript. Students must obtain a "C" (score a numeric grade of at least a 70) in the course in order for the course to be transferrable to other colleges and receive high school credit.*

Dual Credit Classes taken on your own time at TCC

The exact **numeric** course grade the district receives from TCC is used to determine the grade posted on the student's high school transcript. If no numeric grade is received by the district students must provide an official transcript from TCC to the home campus at the conclusion of their course. The letter grade received on the transcript will be converted to a numeric grade as illustrated in the chart below. Please note that five additional points will be added to the numeric grade when calculating the student's academic GPA, but the actual numeric grade is what appears on the transcript.

The following is the conversion from TCC to EMS ISD Grades, if no numeric grade is provided by TCC:

Final Grade on TCC Transcript	EMS- ISD Numeric Grade on High School Transcript
A	**95**
B	**85**
C	**75**
***D**	***65**
***F**	***65**

A student receiving a D/F does not receive high school credit for the course.

If no transcript is sent to the high school by the student, the high school will request the grade from TCC. If

TCC can provide a numeric grade, the grade will be posted on the high school transcript. If a letter grade is received, the appropriate numeric grade conversion will be placed on the student's high school transcript.

How do I get my grade on my High School Transcript?

Dual Credit Classes at EMS ISD

No action is needed from the student. TCC professors will contact district/campus officials with the student's numeric grade received in the course. Numeric course grades will be added to the student's high school transcripts.

Dual Credit Classes taken on your own time at TCC

To get high school credit for your Dual Credit course taken on the TCC campus, you must request an official transcript to be sent to your high school from TCC if the home campus does not automatically send your grade.

Online:

1. Login to Hello!TCC
2. Click the "Official Transcript Request" button and follow the prompts to send your transcript to the home campus.

In Person:

1. Go to the Registrar's Office at the TCC NW Campus and request a copy of your official transcript.
2. Bring your transcript to your campus counselor.

Dropping a Course

Students may drop a dual credit course if needed during the semester. Drops must occur by the deadlines set by TCC. Be aware that partial or no refunds may be available for the course, depending on the time the student drops. Drop dates can be found on the TCC website. Students must drop the course online through their MyTCCTrack account. Student's must also notify their campus counselor.

- If a student drops a course within the first six weeks of a semester, the student will be placed in the corresponding on-level course to obtain their high school credit.
- If a student drops a dual credit course after the end of the first six weeks, the student will be placed in the corresponding on-level course through the credit recovery online system. Students must complete all lessons in the system. Students will be placed in the on-level class for the second semester of the course.
- For CTE dual credit courses at HCTC, students will be dropped from the college course, but will remain in the high school course for high school credit only.

Failing a Course

If a student receives a numeric grade below a 70, or a letter grade of "D" or "F", they will NOT receive high school credit for a course. Semester grades in dual credit courses shall not be averaged to achieve a passing grade. If a student fails a course, they will have to make up the high school credit. Students will work with their campus counselor to develop a plan for regaining credit.

Only the first attempt of a dual credit course will be posted on the high school transcript. If students fail a dual credit course, they may not re-attempt to earn for high school credit.
Any student who makes a numeric grade below a 70, or a letter grade of a "D" or "F" may not continue taking courses in the subject area they fail. If students fail the first fall semester of a course, they will be placed in the on-level high school course for the second semester. *For example: A student is taking ENGL 1301 and HIST 1301. The student scores a 93 in ENGL 1301 for the semester but scores a 68 in HIST 1301. The student will no longer be able to take Social Studies courses for dual credit throughout the remainder of high school. However, the student can continue to take English courses for dual credit if desired.*

Changing School Placement

Transferring Campuses within EMS ISD

- *Prior to Course Start:* Make sure that when you enroll at your new campus, you identify your intention to take dual credit. The campus counselor will assist you in enrolling in the correct course section through TCC. Please let the counselor from the school you are transferring from know your intentions.
- *During Course:* Due to TCC policy, it may not be feasible for you to continue taking your dual credit course.

ADC Placement

- *Prior to Course Start:* You will not be able to continue the course due to the course location. You will need to drop the course through your MyTCCTrack account. You will need to contact the campus counselor. You should receive a full refund for the course, if you paid, and dropped before the start of the course.
- *During Course:* You will not be able to continue the course due to the course location. You will need to drop the course through your MyTCCTrack account. You will need to contact the campus counselor. You will not receive a full refund for the course. You may not receive a refund depending on TCC policy regarding drop deadlines.

Transferring Out of District

- *Prior to Course Start:* Contact your campus counselor. You will need to drop the course through your MyTCCTrack account. You should receive a full refund for the course, if you paid, and dropped before the start of the course.
- During Course: Contact your campus counselor. You will need to drop the course through your MyTCCTrack account. You may not receive a refund depending on TCC drop deadlines.

Special Services – Student Accessibility Resources

Students are eligible to apply for services through the TCC Student Accessibility Resources office. In order for students to receive any accommodations or assistance, they must work with this office at TCC.

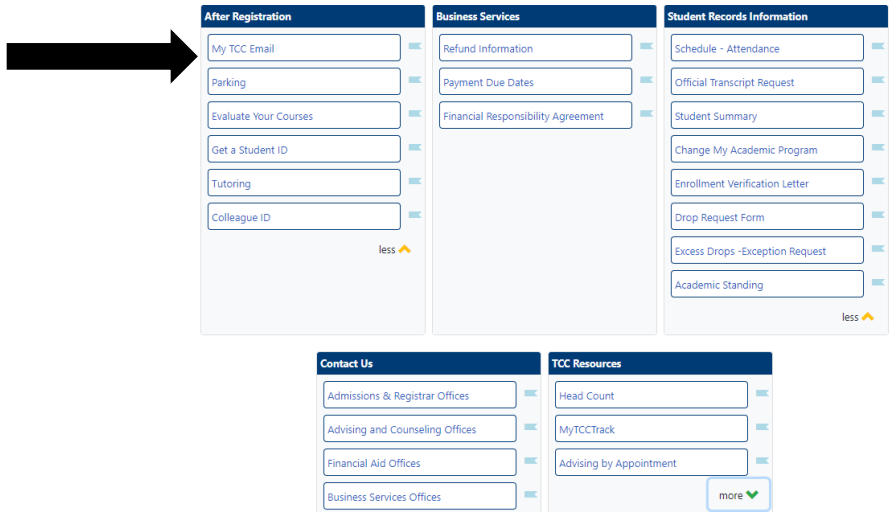
Student Accessibility Resources Office- TCC NW
Campus NW01 Building, Rm 1122A
Phone: 817-515-7733
Email: nw.sar@tccd.edu

TCC Email

Can be accessed through . **Please check your email regularly.** This is the only form of communication between students and TCC.

To access your TCC Email:

1. Login to Hello!TCC account and click My TCC email.



Regularly check your email. The email address listed on your Dual Credit enrollment packet will be used to send important updates from your counselor. You should also check your TCC email account frequently, as TCC will send essential information directly to that address. Email is the primary method of communication, and it is your responsibility to monitor both accounts to ensure you receive important messages and deadline information.

Or

Make sure you check your email regularly. Important updates from your counselor will be sent to the email address you listed on your Dual Credit enrollment packet. You should also check your TCC email often, since TCC will send important information directly there. Email is the main way you'll receive updates, so checking it frequently is important to stay informed about deadlines and next steps.



Tarleton Today Dual Enrollment

EMS ISD partners with Tarleton Today to provide students the opportunity to participate in dual enrollment courses. The Tarleton Today program allows students to earn college credit while attending high school. Dual enrollment students take college-level courses taught by EMS ISD–employed teachers who are supported by Tarleton University faculty. These courses simultaneously satisfy high school graduation requirements and provide college credit.

- EMS ISD awards high school academic credit for approved courses.
- Tarleton State University awards college-level academic credit.

At the end of each course, students earning credit through the Tarleton Today program have the option to accept or decline the college credit. This decision does not affect their high school grade, which is separate from their college grade. Please note that earning credit through a dual enrollment course does not guarantee transferability to all institutions. However, students who achieve core complete status from a Texas public institution of higher education are guaranteed core complete status at all other Texas public institutions of higher education.

Tarleton Today Dual Enrollment Benefits

Participating in dual enrollment provides the following benefits to students:

- Earn both high school and college credit for courses. Accept or deny your college credit at the end of the course.
- Graduate from high school with college credits awarded by Tarleton State University, a Texas public institution of higher education.
- Make progress toward core complete status, supporting smoother transfer to other Texas public colleges and universities.
- Accelerate degree completion by earning college credit while still in high school.
- Reduce future college tuition and fees by decreasing the number of courses needed after graduation.
- Take college-level courses on their high school campus, taught by EMS ISD teachers and supported by Tarleton faculty.
- Gain early exposure to college expectations, rigor, and academic responsibility.
- Build confidence and readiness for postsecondary success, whether in college, career, or military pathways.

Tarleton Today Eligibility

General Eligibility

- All EMS ISD high school students are eligible to enroll in Tarleton Today courses.
- TSIA2 eligibility is not required for enrollment in Tarleton Today courses.
- Students must meet course specific prerequisites, and district academic expectations outlined below.

Grade-Level Enrollment Expectations

Freshman Year (Grade 9)

- Students enrolling in COMM 1315 (Public Speaking) must also be enrolled at the advanced academic level in at least two (2) of the four core subject areas:
  - English
  - Mathematics
  - Science
  - Social Studies
- COMM 1315 serves as the entry course for students beginning the Premier Pathway sequence.

Sophomore Year (Grade 10)

- Students must be enrolled at the advanced academic level in at least three (3) of the four core subject areas, including any Tarleton Today courses taken.
- Advanced-level coursework ensures students are prepared for the increasing rigor of college-level instruction.

Junior and Senior Years (Grades 11–12)

- Students may select individual Tarleton Today courses based on interest, academic readiness, and graduation planning.
- Participation is flexible and does not require enrollment in a full pathway sequence.

Course Prerequisites & Academic Progression

- ENGL 1301 (Composition I) is a prerequisite for all other Tarleton Today English courses.
- Students must accept college credit for ENGL 1301 and earn a final college grade of D or better to enroll in the subsequent English course.
- Completion of Algebra II or College Algebra is highly recommended prior to enrolling in CHEM 1311 (College Chemistry I).
  - Students may take College Algebra concurrently with CHEM 1311 if academically appropriate.

Important Notes

- Tarleton Today courses follow college-level grading, expectations, and academic policies.
- Once college credit is accepted, grades become part of the student's permanent college transcript.
- Students and families are encouraged to consult with campus counselors to ensure Tarleton Today enrollment aligns with graduation requirements, college goals, and academic readiness.

Tarleton Today Course Offerings

For the 2026–2027 school year, Eagle Mountain–Saginaw ISD will offer the following Tarleton Today dual enrollment courses in partnership with Tarleton State University. Courses are taught by EMS ISD instructors who meet university credentialing requirements and follow Tarleton's college-level curriculum and expectations.

The following courses are currently slated to be offered during the 2026–2027 school year:

- **COMM 1315 – Introduction to Public Speaking**
- **ENGL 1301 – Composition I**
- **ENGL 2326 – American Literature**
- **HIST 1301 – United States History I**
- **HIST 1302 – United States History II**

Additional Tarleton Today courses may be added in future years as the Premier Pathway program expands.

Courses Offered at HCTC

The following Tarleton Today courses are campus-specific and will be held at Hollenstein Career and Technology Center (HCTC):

Animal Science Courses

- **ANSC 1319 – General Animal Science**
- **ANSC 1119 – General Animal Science Laboratory**

Education Courses

- **EDUC 1301 – Introduction to the Teaching Profession**
- **EDUC 2301 – Introduction to Special Populations**

Textbook Information for Tarleton Today Courses

All required instructional materials, including textbooks and digital resources, are included with Tarleton Today course enrollment. Students and families should not expect any additional costs beyond tuition.

Course Times and Location

All Tarleton Today classes are held on the student's home campus or at the Hollenstein Career and Technology Center (HCTC). Students are expected to attend class daily during their regularly scheduled class periods, in accordance with the district attendance policy.

Tarleton Today Enrollment Process and Course Payments

Enrollment in Tarleton Today dual enrollment courses is based on student course selection during the district's annual course selection window. Students must select Tarleton Today courses through the regular scheduling process and meet all district eligibility requirements to remain enrolled.

Enrollment Confirmation & Tuition Payment

- Students who are FAST-eligible will have their Tarleton Today tuition covered and will not be required to submit payment.
- Students who are not FAST-eligible are required to pay tuition no later than the end of the second week of school in order to remain enrolled in the course.

Failure to Submit Tuition

- Students who do not submit tuition payment by the established deadline will be removed from the Tarleton Today course.
- The student's schedule will be adjusted, and they will be placed in another course within the same subject area, as determined by campus administration and availability.
- Late payments will not be accepted after the deadline, as enrollment must be finalized with Tarleton State University.

Tuition Costs

- Students who are FAST-eligible incur no tuition costs for Tarleton Today dual enrollment courses.
- Students who are not FAST-eligible are responsible for paying $50 per semester credit hour.
- All Tarleton Today courses are a minimum of three (3) credit hours.

Semester-Based Courses

- Some Tarleton Today courses are offered on a semester basis, while others span the full academic year.
    - Students enrolled in semester-based courses will incur tuition charges for both first and second semester courses.

Payment Collection

- Tuition for all Tarleton Today courses scheduled for the academic year is collected up front at the beginning of the school year.
- Payment confirms student enrollment with Tarleton State University and access to course materials and instructional platforms.

Refunds

- Tarleton Today course fees assessed by Tarleton State University are non-refundable once enrollment is finalized.
- In the specific case of ENGL 1301 (Composition I), if a student does not earn a passing college grade and is therefore unable to continue to the second-semester English course, EMS ISD will issue a district-level refund for the second-semester English tuition only.
- No other refunds will be issued.

Attendance Policy

Tarleton Today courses are college-level courses delivered during the regular school day. All classes are held on the student's home campus or at the Hollenstein Career and Technology Center (HCTC). Students are expected to attend class every day during their regularly scheduled class period and follow all EMS ISD attendance policies. Because Tarleton Today courses follow a college-level pace and rigor, consistent attendance and active participation are essential for student success and continued enrollment.

Students are responsible for completing all required coursework, assignments, and assessments regardless of absences. Absences may result in missed instruction, graded assignments, or assessments that cannot be recreated. Excessive absences may negatively impact a student's ability to successfully complete course requirements and earn college credit.

Extended Absences

- If a student is removed from their home campus for disciplinary reasons or assigned to an alternative placement, campus administration must notify the Tarleton Today Program Coordinator.
- If the alternative placement or absence exceeds seven (7) school days, then the student will be removed from the course and placed in a non-Tarleton Today course. No refund will be given.
- If it is determined that the student cannot continue due to lack of access to instruction or course requirements, the student may be withdrawn from the Tarleton Today course and their schedule adjusted accordingly.

Medical or Emergency Absences

- In cases of hospitalization, extended illness, or other serious circumstances, campus administration must notify the Tarleton Today Program Coordinator immediately.
- Continuation in the course will be determined on a case-by-case basis in accordance with Tarleton Today guidelines.

Grade Reporting

Tarleton Today courses operate under a dual-grading structure, meaning students earn both a high school grade and a college grade for the same course.

High School Grade

- The EMS ISD high school teacher of record is responsible for assigning and reporting the high school course grade.
- High school grades are issued in accordance with EMS ISD grading policies, grading periods, and reporting timelines.
- The high school grade appears on the student's EMS ISD transcript and is used for GPA and graduation purposes.

College Grade

- The college grade is assigned by Tarleton State University through the Tarleton Today program.
- College grades are based on student performance on college-level assignments, assessments, and summative evaluations designed and evaluated by Tarleton State faculty and instructors of record.
- College grades are recorded on an official Tarleton State University transcript only if the student chooses to accept college credit.

College Credit Acceptance

- At the conclusion of the course, students who earn a passing college grade (D or higher) will have the option to accept or decline their college credit.
- Students who accept college credit will receive an official Tarleton State University transcript reflecting the course and final letter grade.
- Students who decline college credit will not have the course or grade posted to their Tarleton State transcript; however, the high school grade will remain on the EMS ISD transcript.

Changing School Placement

Transfers Within EMS ISD

If a student transfers to another high school within EMS ISD that offers the same Tarleton Today course in which the student is currently enrolled, the student may continue in the course, pending scheduling availability.

- The sending and receiving campus administrators must notify the district Tarleton Today contact.
- The Tarleton Today course instructor and appropriate district official must coordinate with Tarleton State University to ensure the student's Tarleton Today account and course enrollment are properly transferred.
- Continuation in the course is contingent upon the student having appropriate access to instruction and meeting all course requirements.

Transfers to Another School Offering Tarleton Today

If a student transfers to another school outside of EMS ISD that offers the same Tarleton Today course, continuation in the course will be reviewed on a case-by-case basis.

- The student's Tarleton Today enrollment must be transferred through coordination between the district Tarleton Today contact, the receiving school, and Tarleton State University.
- Approval is dependent on course alignment, instructional access, and Tarleton Today guidelines.

Transfers to DAEP

If a student is assigned to a Disciplinary Alternative Education Program (DAEP) for more than seven (7) school days, the student will be withdrawn from the Tarleton Today course.

- Due to loss of instructional access and course requirements, continuation in the Tarleton Today

course will not be permitted.

- No tuition refund will be issued in cases where a student is withdrawn due to DAEP placement.



The University of Texas at Austin
OnRamps

OnRamps Dual Enrollment

EMS ISD partners with OnRamps to provide students the opportunity to participate in dual enrollment courses. The OnRamps program allows students to earn college credit while attending high school. Dual enrollment students take college-level courses taught by EMS ISD–employed teachers who are supported by University of Texas faculty. These courses simultaneously satisfy high school graduation requirements and provide college credit.

- EMS ISD awards high school academic credit for approved courses.
- University of Texas awards college-level academic credit.

At the end of each course, students earning credit through the OnRamps program have the option to accept or decline the college credit. This decision does not affect their high school grade, which is separate from their college grade. Please note that earning credit through a dual enrollment course does not guarantee transferability to all institutions.

OnRamps Dual Enrollment Benefits

Participating in dual enrollment provides the following benefits to students:

- Earn both high school and college credit for courses. Accept or deny your college credit at the end of the course.
- Graduate from high school with college credits awarded by the University of Texas, a Texas public institution of higher education.
- Accelerate degree completion by earning college credit while still in high school.
- Reduce future college tuition and fees by decreasing the number of courses needed after graduation.
- Take college-level courses on their high school campus, taught by EMS ISD teachers and supported by University of Texas faculty.
- Gain early exposure to college expectations, rigor, and academic responsibility.
- Build confidence and readiness for postsecondary success, whether in college, career, or military pathways.

OnRamps Eligibility

General Eligibility

- All EMS ISD high school students are eligible to enroll in OnRamps courses.
- TSIA2 eligibility is not required for enrollment in OnRamps courses.

Important Notes

- OnRamps courses follow college-level grading, expectations, and academic policies.
- Once college credit is accepted, grades become part of the student's permanent college transcript.

- Students and families are encouraged to consult with campus counselors to ensure OnRamps enrollment aligns with graduation requirements, college goals, and academic readiness.

OnRamps Course Offerings

For the 2026–2027 school year, Eagle Mountain–Saginaw ISD will offer the following OnRamps dual enrollment courses in partnership with the University of Texas. Courses are taught by EMS ISD instructors who meet university credentialing requirements and follow UT's college-level curriculum and expectations.

The following courses are currently slated to be offered during the 2026–2027 school year:

- **OnRamps College Algebra**
- **OnRamps PreCalculus**
- **OnRamps Chemistry I**
- **OnRamps Chemistry II**

Textbook Information for OnRamps Courses

All required instructional materials, including textbooks and digital resources, are included with OnRamps course enrollment. Students and families should not expect any additional costs beyond tuition.

Course Times and Location

All OnRamps classes are held on the student's home campus. are expected to attend class daily during their regularly scheduled class periods, in accordance with the district attendance policy.

OnRamps Enrollment Process and Course Payments

Enrollment in OnRamps dual enrollment courses is based on student course selection during the district's annual course selection window. Students must select OnRamps courses through the regular scheduling process and meet all district eligibility requirements to remain enrolled.

Enrollment Confirmation & Tuition Payment

- Students who are FAST-eligible will have their OnRamps tuition covered and will not be required to submit payment.
- Students who are not FAST-eligible are required to pay tuition no later than the end of the second week of school in order to remain enrolled in the course.

Failure to Submit Tuition

- Students who do not submit tuition payment by the established deadline will be removed from the OnRamps course.
- The student's schedule will be adjusted, and they will be placed in another course within the same subject area, as determined by campus administration and availability.
- Late payments will not be accepted after the deadline, as enrollment must be finalized with OnRamps.

Tuition Costs

- Students who are FAST-eligible incur no tuition costs for OnRamps dual enrollment courses.
- Students who are not FAST-eligible are responsible for paying $50 per semester credit hour.
- All OnRamps courses are a minimum of three (3) credit hours.

Semester-Based Courses

- Some OnRamps courses are offered on a semester basis, while others span the full academic year.

- Students enrolled in semester-based courses will incur tuition charges for both first and second semester courses.

Payment Collection

- Tuition for all OnRamps courses scheduled for the academic year is collected up front at the beginning of the school year.
- Payment confirms student enrollment with the University of Texas and access to course materials and instructional platforms.

Refunds

- OnRamps course fees assessed by the University of Texas are non-refundable once enrollment is finalized.

Attendance Policy

OnRamps courses are college-level courses delivered during the regular school day. All classes are held on the student's home campus. Students are expected to attend class every day during their regularly scheduled class period and follow all EMS ISD attendance policies. Because OnRamps courses follow a college-level pace and rigor, consistent attendance and active participation are essential for student success and continued enrollment.

Students are responsible for completing all required coursework, assignments, and assessments regardless of absences. Absences may result in missed instruction, graded assignments, or assessments that cannot be recreated. Excessive absences may negatively impact a student's ability to successfully complete course requirements and earn college credit.

Extended Absences

- If a student is removed from their home campus for disciplinary reasons or assigned to an alternative placement, campus administration must notify the OnRamps Program Coordinator.
- If the alternative placement or absence exceeds seven (7) school days, then the student will be removed from the course and placed in a non-OnRamps course. No refund will be given.
- If it is determined that the student cannot continue due to lack of access to instruction or course requirements, the student may be withdrawn from the OnRamps course and their schedule adjusted accordingly.

Medical or Emergency Absences

- In cases of hospitalization, extended illness, or other serious circumstances, campus administration must notify the OnRamps Program Coordinator immediately.
- Continuation in the course will be determined on a case-by-case basis in accordance with OnRamps guidelines.

Grade Reporting

OnRamps courses operate under a dual-grading structure, meaning students earn both a high school grade and a college grade for the same course.

High School Grade

- The EMS ISD high school teacher of record is responsible for assigning and reporting the high school course grade.
- High school grades are issued in accordance with EMS ISD grading policies, grading periods, and

reporting timelines.
- The high school grade appears on the student's EMS ISD transcript and is used for GPA and graduation purposes.

College Grade
- The college grade is assigned by the University of Texas through the OnRamps program.
- College grades are based on student performance on college-level assignments, assessments, and summative evaluations designed and evaluated by UT faculty and instructors of record.
- College grades are recorded on an official UT transcript only if the student chooses to accept college credit.

College Credit Acceptance
- At the conclusion of the course, students who earn a passing college grade (D or higher) will have the option to accept or decline their college credit.
- Students who accept college credit will receive an official UT transcript reflecting the course and final letter grade.
- Students who decline college credit will not have the course or grade posted to their UT transcript; however, the high school grade will remain on the EMS ISD transcript.

Changing School Placement

Transfers Within EMS ISD

If a student transfers to another high school within EMS ISD that offers the same OnRamps course in which the student is currently enrolled, the student may continue in the course, pending scheduling availability.

- The sending and receiving campus administrators must notify the district OnRamps contact.
- The OnRamps course instructor and appropriate district official must coordinate with the University of Texas to ensure the student's OnRamps account and course enrollment are properly transferred.
- Continuation in the course is contingent upon the student having appropriate access to instruction and meeting all course requirements.

Transfers to Another School Offering Tarleton Today

If a student transfers to another school outside of EMS ISD that offers the same Tarleton Today course, continuation in the course will be reviewed on a case-by-case basis.

- The student's OnRamps enrollment must be transferred through coordination between the district OnRamps contact, the receiving school, and the University of Texas.
- Approval is dependent on course alignment, instructional access, and Tarleton Today guidelines.

Transfers to DAEP

If a student is assigned to a Disciplinary Alternative Education Program (DAEP) for more than seven (7) school days, the student will be withdrawn from the OnRamps course.

- Due to loss of instructional access and course requirements, continuation in the OnRamps course will not be permitted.
- No tuition refund will be issued in cases where a student is withdrawn due to DAEP placement.