

# STOCKTON UNIVERSITY

## AY 2018-AY2019 HIGH SCHOOL PARTNERSHIP PROGRAM AGREEMENT

This AGREEMENT entered into on the date of the last signature in this document

### BETWEEN

---

**HIGH SCHOOL/SCHOOL DISTRICT**  
Hereinafter referred to as “**High School**”

---

**Street Address**

---

**City, State, ZIP**

**STOCKTON UNIVERSITY**  
**101 Vera King Farris Drive Galloway, New Jersey 08205-9441**  
Hereinafter referred to as “**University**”

Stockton **University**, established in 1969, is a comprehensive master’s institution as classified by the Middle States Commission on Higher Education and the Carnegie Foundation. It is an innovative liberal arts and science university with strong programs in business, health, and education. The University is ranked twelfth by U.S. News and World Report’s 2016 edition of “America’s Best Colleges” among the public Regional Universities of the North and is 53<sup>rd</sup> of 138 public and private northern universities.

The High School/School District is described as follows:

In accordance with P.L. 2014, Chapter 74 (approved December 3, 2014) and the Standards of the National Alliance of Concurrent Enrollment Partnerships (NACEP), the **University** and the **High School** enter into this Partnership Agreement so that students have the opportunity to take college-level courses and, upon graduation from the four-year high school program, become eligible for admission to the **University** with advanced standing in the appropriate degree in which the course(s) apply if all the terms and

conditions of this Agreement are met, or may apply these courses and credits to other institutions of higher education (see below).

1. **University** courses listed in Appendix A will either be confirmed or proposed. Confirmed courses and assigned high school teachers have been approved for dual credit offering by **University** academic program coordinators. **High School** curriculum has been reviewed and modified if necessary by **University** faculty and **High School** teachers to represent the academic rigor of the university course curriculum. **University**-confirmed courses identified in Appendix A may be offered under this agreement each academic calendar year starting September 1, 2017 and ending June 30, 2019.
  - a. The **University** shall be the sole proprietor for dual credit courses listed in Appendix A within this agreement. High school courses aligned with **University** dual credit courses, under the terms of this agreement, shall not be offered for dual credit to another higher education institution. If a high school course, aligned with a **University** dual credit course, is offered for dual credit with another higher education institution, then the **University** will nullify its dual credit course associated with the **High School** for the term(s) in which such high school course is offered at such other higher education institution. **High School** students may also be subject to cancellation of **University** dual credit course enrollment for the identified course(s) and may not receive academic credit for the course from the **University**.
  - b. The **High School** acknowledges that **University** faculty coaches retain, solely and exclusively, all intellectual property rights in curriculum and material that they provide and/or create associated with dual credit courses represented in Appendix A.
2. Proposed **University** courses are those that are being considered but have not completed the review process presented within paragraph 1. For a proposed course to become confirmed within the tenure of this agreement, the **University** must communicate in writing that a proposed course has met requirements and can be added to the confirmed list of dual credit course offerings listed in Appendix A for the forthcoming academic term.
3. The **High School** will provide qualified teachers for the confirmed course(s) shown in Appendix A at no cost to the **University**. The **University** will provide a faculty coach for purposes of curriculum articulation, assessment, and overall quality control at no cost to the High School. The teacher must meet all **University** requirements for an academic position and will be reviewed by both the faculty of the appropriate **University** academic program as well as the Dean of the respective School(s). These teachers and their course(s) will be reviewed periodically by the **University** to ensure that they are maintaining university course

standards set by the participating university academic programs. The **High School** will report any change in teaching assignments for confirmed dual credit courses. A teacher replacing an approved dual credit teacher for a confirmed course is subject to the same review or the confirmed dual credit course is subject to being excluded from dual credit for a given academic term. Returning dual credit teachers are required to participate in course alignment activities and coaching meetings arranged by the **University** to ensure that they are maintaining university course standards set by the participating **University** academic programs, and to receive topical information about the general area of the dual credit course.

4. The **High School** shall be responsible for all administrative aspects of these courses, including classroom and laboratory materials, student enrollment, and classroom space scheduling.
5. Any presently enrolled **High School** student who takes a confirmed **University** dual credit course(s) listed in Appendix A for academic credit will pay a special tuition of \$100.00 per academic credit. For this tuition, the student(s) will be provided the requisite instruction by the qualified **High School** teacher and will, upon successful completion of the course, have their grade recorded on an official **University** transcript using the **University's** standard grade notations. They will be enrolled as non-matriculated dual credit students at the **University**. All **University** regulations governing non-matriculated students shall apply to those students who are enrolled for **University** credit in the courses noted and those students will be allowed full use of Stockton's Bjork Library.
6. Application and Registration, Tuition, and Admission

- a. Application and Registration

The **High School** will verify if the dual credit course(s) are scheduled to run for the full academic year or in a block term. (Check one option)

- Full academic year  
 Block term

1. Students approved by their **High School** advisor will apply online for non-matriculated status by going to the Web Services for Students and Employees link on the goStockton home page prior to the end of the first full week of the **High School's** classes. The **University** will provide instruction to appropriate **High School** staff with regard to the application process.
2. Students will be approved by their **High School** advisor to register for **University**-level course(s) at an Orientation/Registration Session provided for students and staff at the **High School** by **University** staff no later than the last week of October for courses starting in the fall term. A full overview of logging in and navigating the goStockton web portal will be provided during the session.

- b. Tuition

- i. Tuition for a four (4) credit course is \$400.00 and \$500.00 for a five (5) credit course. Tuition is non-refundable once a class begins.
- ii. Full Payment is due thirty (30) days after course registration is complete at the **High School** and may be made as follows:

1. A check payable to Stockton University (include the Student's Name, Z Number and High School on the check) and mail to:  
Bursar's Office  
Stockton University  
101 Vera King Farris Drive  
Galloway, NJ 08205

2. Online (by check or credit card through PayPath) from the Bursar's/Payments tab in the goStockton portal:

*Click on "View My Bill or Make a Payment"*  
*Click on "Select a term"*  
*Click on "Submit"*  
*Click on "Make a Payment"*

The **University** will provide instruction to appropriate **High School** staff with regard to the electronic payment process.

- iii. The **University** will allow, by review of the **University** Bursar, a tuition payment plan using the above procedures as follows:

An initial payment of 50% of the total tuition is due within 30 days of course registration, not to extend past December 15. A final payment of the remaining 50% of tuition is due 60 days following course registration, not to extend past January 15.

1. If the final payment is not submitted by January 30, the student will be dropped from the **University**-credit portion of the dual credit offering. The initial payment will not be refunded.
2. For course registration in the spring term, the same initial full or 50% payment within 30 days and final 50% payment within 60 days timeframe applies with a final payment deadline of April 1.

- iv. A tuition waiver can be requested by individual **High School** students, enrolled at secondary institutions, which are "eligible" for the National Free and Reduced School Lunch Program. The **High School** must provide verification of eligibility to the **University** upon each student request.

- c. Admission to the **University** with Advanced Standing:

- i. Student applicants to the **University** must meet regular admission standards set forth by the **University**. For those students interested in science or mathematics, a minimum MATH SAT score of 550, or an ACT score of 24 is required, or completion of dual credit Pre-calculus or Calculus I with a grade of C or above.
- ii. The **University** will grant advanced standing for students upon successful completion of the specified **University** course(s) listed in Appendix A if they receive a grade of “C” or above.
- iii. For those students who do not attend the **University**, the credit earned from courses listed in Appendix A may be applied to other institutions of higher education for credit based on that institution’s credit transfer guidelines.

### **Additional Agreements and Consideration**

1. Any misrepresentation by a student about his/her qualifications, experience, education, or references shall immediately disqualify that student from any further participation in the program.
2. The **High School** will develop and implement advertising and promotional efforts to recruit students to the program.
3. The **High School** will inform students of the **University’s** admission process, requirements, and applicable deadlines.
4. The **University** and the **High School** will keep each other informed regarding any/all changes in curricula.
5. The **University** and the **High School** will assess the teacher(s) qualifications and the course(s) to make any necessary adjustments.
6. The **University** and the **High School** will each designate a representative who will coordinate and monitor this agreement. Both agree to provide each other, in writing, the name and contact information of their representative as well as any change of this representative.

### **General Provisions**

1. The **University** and the **High School** will not discriminate on the basis of race, religion, color, sex/gender including pregnancy, age, national origin, marital status, civil union status, handicap, affectional or sexual orientation, gender identity or expression, ancestry, disabled or Vietnam-era veteran status, atypical hereditary cellular or blood trait, genetic information, liability for service in the Armed Forces of the United States, disability or financial status in admission or access to, or treatment or employment in, its programs and activities.

2. The terms of this Agreement shall become effective for students currently enrolled at the **High School** and shall continue thereafter unless terminated by either party in accordance with this Agreement.
3. This Agreement can be terminated by either party by written notice to the other party at least 30 days before the last class entering the program at the **University**. The responsibilities toward students in the program at the time will be honored until the completion of the program.
4. Any and all notices or other communications required or permitted under this Agreement shall be in writing and shall be deemed to have been duly given if: (i) delivered by hand; (ii) sent electronically with pdf attachments, subject to confirmation of receipt; (iii) sent by Federal Express or other commercial overnight courier; (iv) sent by fax, subject to confirmation of receipt; or (v) sent postage prepaid by registered or certified mail, return receipt requested, in any event addressed to the person listed below at the address stated on page one:

For the **High School**

Principal/Superintendent \_\_\_\_\_

Any Other Designees \_\_\_\_\_

Any Other Designees \_\_\_\_\_

For the **University**

Provost-Designated Contact Shawn Manuola

Any Other Designees \_\_\_\_\_

Any Other Designees \_\_\_\_\_

Stockton University  
 101 Vera King Farris Drive  
 Galloway, NJ 08205

1. It is understood that this Agreement is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture or association between the **University** and the **High School** but is rather an agreement by and between independent entities.
2. This Agreement shall be binding on the parties and their respective successors and assigns. Neither party shall assign its duties and obligations under this Agreement without the prior written consent of the other party.
3. This Agreement shall be governed by the laws of the State of New Jersey in the courts of the State of New Jersey without regard to principles of conflicts of law.

4. This Agreement sets forth the entire understanding between the parties and no amendments or modifications shall be made to the Agreement, except in writing signed by both parties.
5. Each of the undersigned has caused this Agreement to be duly executed in its name and on its behalf.

For: Stockton University:

\_\_\_\_\_  
Robert Gregg, Dean of General Studies

\_\_\_\_\_  
Date

\_\_\_\_\_  
Dr. Lori Vermeulen, Provost

\_\_\_\_\_  
Date

For: \_\_\_\_\_  
**HIGH SCHOOL/SCHOOL DISTRICT**

\_\_\_\_\_  
Name: \_\_\_\_\_

\_\_\_\_\_  
Date

Title: \_\_\_\_\_

*Additional names if required:*

\_\_\_\_\_  
Name: \_\_\_\_\_

\_\_\_\_\_  
Date

Title: \_\_\_\_\_

\_\_\_\_\_  
Name: \_\_\_\_\_

\_\_\_\_\_  
Date

Title: \_\_\_\_\_