

**Texas State Technical College  
Dual Enrollment  
Memorandum of Understanding**

This Dual Enrollment Memorandum of Understanding is between **Texas State Technical College**, an institution of higher education and an agency of the state of Texas (which may hereinafter be referred to as the “College”) and Roscoe ISD and listed schools (which may hereinafter be referred to individually as the “High School Partner” or collectively as the “High School Partners”). College and High School Partner(s) may individually be referred to as a “Party” or collectively as “Parties” to this Dual Enrollment Memorandum of Understanding (which may hereinafter be referred to as “MOU”).

<b>High School Name</b>	<b>High School CEEB Code</b>	<b>Instructional Sites</b>	<b>Physical Address (where instruction occurs)</b>
Roscoe Collegiate High School	445980	Onsite and Online	300 Homer K. Taylor Dr, Sweetwater, TX 79556

These above entities enter into the following MOU for the terms of which WITNESS THE FOLLOWING (TAC Title: 19 Chapter 4, Subchapter D, Rule § 4.84 Section (a)):

**OVERVIEW**

The College is committed to serving the students and communities of Texas through collaborative work with High School Partners. A major initiative promoting technical education and careers is the **Texas State Technical College Dual Enrollment Program**, which includes the provision of the Dual Credit state program to qualified students.

## **DUAL ENROLLMENT MISSION**

In order to prepare students for educational and career success, the purpose and mission of the College is to provide a comprehensive, structured approach (at a four-course minimum) leading to a postsecondary award (Level One Certificate, Level Two Certificate, or Associate of Applied Science degree) at Texas State Technical College. This design allows students the opportunity to obtain developmentally appropriate CTE (Career Technical Education) courses with multiple entrance and exit points, or potentially prepares them to test for industry-based certifications. The High School Partner agrees to support TSTC Dual Enrollment students toward completing their postsecondary program at the College campus after high school graduation, thereby promoting a seamless transition for dual enrollment participants to earn a college award in a high-demand, high-wage field of study. In short, the department serves to increase TSTC dual credit enrollment and streamline the College's matriculation efforts with the intention of assisting high school students in the successful transition to and acceleration through postsecondary education.

## **MOU PURPOSE**

The purpose of this MOU is to outline the roles and responsibilities of the College and the High School Partner(s). This MOU is an agreement that encompasses all programs and initiatives under TSTC's Dual Enrollment program, as required by the Texas Education Agency and the Texas Higher Education Coordinating Board.

## **KEY COMPONENTS OF CONTRACT**

Upon activation of this contract, the **College** agrees to:

1. Provide the High School Partner(s) with pathway offerings that are reflective of regionally based industry needs, in partnership with the College's Career Services and Workforce Solutions offices.
2. Provide the High School Partner(s) with opportunities to further their students' knowledge of high school graduation requirements, postsecondary terms, admission requirements, offerings, financial aid processes, etc., in an effort to help establish college readiness through a four-year, content-based curriculum series of presentations called **College Prep Academy**. TSTC College Prep Academy will provide Dual Enrollment High School Partner(s) with the opportunity to further their students' knowledge of postsecondary terms, requirements and offerings, which align with the 60x30TX goal of at least 60% of Texans (ages 25-34) earning a certificate or degree by the year 2030.
3. In addition, the College will make itself available to the High School Partner(s) by way of TSTC recruitment presentations, consultations and informational meetings for all students at partnering high school locations, throughout the school year and for the purpose of matriculation into the College, with the intention of helping to place students in high-demand, high-wage jobs.

4. Post a copy of this MOU to the College’s website at de.tstc.edu and, upon completion of this document, provide an unsigned copy for the High School Partner(s) to post to its district’s website.

Upon activation of this contract, the **High School Partner(s)** agree(s) to:

1. Adhere to the College’s deadlines as outlined below. The College requires the High School Partner(s) to follow all College enrollment procedures and guidelines for dual credit students.

First Day of Class	August 31, 2020
Official Census Day	September 15, 2020
Midterm Grades Due	October 23, 2020
Last Day to Drop With a “W”	November 13, 2020
End of Fall Semester	December 11, 2020
New Partnership Inquiry Deadline	December 18, 2020
First Day of Spring Semester	January 11, 2021
Official Census Day	January 26, 2021
Midterm Grades Due	March 05, 2021
Last Day to Drop With a “W”	April 05, 2021
New DE Instructor Credentialing Deadline (Application/Documentation Submitted to College)	March 5, 2021
Final Date to Return 2021-2022 MOU Due Back to College and Off-Site Facilities Approval Deadline	April 9, 2021
End of Spring Semester	April 30, 2021
All Student Applications/Documents Due for Fall 2021	July 2, 2021

*\*Dates are subject to change*

2. Welcome the College’s Student Recruitment team to all college- and career-related events that occur at the high school location of the High School Partner(s).
3. A minimum of two presentations (one per semester) to all district juniors and seniors, hosted by the College’s recruitment team, at high school location of the High School Partner(s).

4. Coordinate with the College regarding the aforementioned **College Prep Academy** for presentations throughout the academic year on a predetermined basis (fall and spring) to include both application and registration drives, in addition to other presentation format options.
5. Notify the College of any special TEA designation plans, where TSTC would be considered a partner in delivery, prior to application submission, and have an active role in the planning phase required to secure designation.
6. Provide the College with sufficient notification to review the College's obligations and obtain necessary approvals for a proposed partnership for all grant applications. A copy of the proposal and/or a detailed statement of work must be provided to TSTC a minimum of thirty (30) days before the grant application is due. TSTC will provide a written response (approval or disapproval) within two weeks of receipt of the request and the appropriate documentation.
7. Post a copy of this MOU to the district's website.

## **ACADEMIC POLICIES AND ENROLLMENT PROCEDURES**

Academic policies and procedures applicable to regular College courses and students will also apply to dual credit courses. Academic policies can be found in the [TSTC Statewide Operating Standards](#) (SOS) and [TSTC Catalog and Student Handbook](#), which are published and available on the College website at [www.tstc.edu](http://www.tstc.edu). Specifically, students are to abide by the Rules and Regulations set forth in the aforementioned College Catalog and Student Handbook for the current academic year.

## **METHOD OF DELIVERY AND LOCATION OF CLASS**

Courses may be delivered utilizing the method mutually determined by the College and the High School Partner(s):

- (1) Delivered at the High School Partner's campus utilizing a certified high school teacher credentialed and employed as a College Dual Enrollment Instructor (DE Instructor) who meets the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) criteria;
- (2) Delivered on the College's campus utilizing College Instructors;
- (3) Delivered online utilizing a College Instructor;
- (4) Delivered online utilizing a College Dual Enrollment Instructor;

Dual enrollment classes not taught on a College campus or during regular class hours may include but are not limited to:

- Online Learning courses: Dual enrollment students participating in classes delivered online by the college are not required to be present on-site to access such instruction. Online classes are accessible at any time from anywhere a student has a computer and internet access.
- Special technical programs approved to run outside the designated block time
- Courses taught at high school, face-to-face.

*Please note: Some programs might be taught through a Competency-Based Education (CBE) format, or Performance Based Education (PBE).*

## **ELIGIBLE COURSES**

Courses offered by the College are developed based on the guidelines published in the Academic Course Guide Manual (ACGM) or the Workforce Education Course Manual (WECM) adopted by the Texas Higher Education Coordinating Board (THECB) and must be in the approved course inventory of the College and approved for dual credit by the applicable instructional department and College Dual Enrollment Office. Remedial or continuing education courses will not be offered for dual credit. The College technical dual enrollment pathway courses are designed for students to matriculate to the College upon high school graduation for program completion. The College's courses may also transfer to other institutions.

- a) The number of courses in a dual credit technical program pathway offered at a High School Partner's off-site location/campus will be monitored and approved on an annual basis by the College's Curriculum Committee. The College must seek approval from SACSCOC to offer 50% or more credits toward an award at an off-site location before the implementation of a Dual Enrollment program offered at a high school in compliance with the [TSTC SOS GA.1.23 Substantive Change](#). (***Substantive Change for SACSCOC Accredited Institutions, Policy Statement***). *Please note: Timeline of completion for this process can take up to one year.*
- b) High School Partner(s) wishing to add new dual credit technical program pathways from the College's approved 2020-2021 pathway offerings to their existing pathway approval form (online and on-site only) must submit their request in writing to the Dual Enrollment Office no later than May 1, 2020, for Academic Year 2020-2021 implementation.

## **FACULTY QUALIFICATION, SELECTION, HIRING, SUPERVISION AND EVALUATION**

The College has established an approval process for selecting and/or approving qualified faculty to teach dual credit courses. Faculty applying to teach in the Dual Enrollment Program must meet the credential requirements as stated in the College's ***Statewide Operating Standard ES.1.11, Faculty Credentials*** (<http://www.tstc.edu/governance/es>), which includes the criteria used by the College to determine teaching eligibility. Applicants are required to submit all required documents for the hiring process (including **a completed employment application, curriculum vitae (CV) or résumé and transcript copies**) to the TSTC Human Resources Department.

The College will ensure that College Faculty teaching dual enrollment courses have met acceptable national criminal background checks, including fingerprinting.

Each approved Dual Enrollment Instructor member will be supervised by the College's respective Department Chair, or designee, and be evaluated and monitored to ensure quality of instruction and compliance with the College's policies and procedures, in accordance with the standards established by the state of Texas and the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).

In the event of an investigation of a personnel matter, the College and the High School Partner will work collaboratively and in a timely manner share any and all information necessary.

**Employment with TSTC is contingent upon the following:**

- The College complies with the Immigration Reform and Control Act; all positions are contingent upon proof of eligibility to accept employment in the United States. Documentation of eligibility must be provided within 72 hours of application.
- Satisfactory evaluation of references and required criminal background checks.
- Satisfactory results of pre-employment medical exam (drug screen only).
- Continued employment is contingent on the required approval, availability of funding, satisfactory performance assessment, and a continued need for the position in the department.
- Employee is held responsible for ensuring that the official transcripts are received by the College no later than his or her 30th day of employment. Failure to do so could result in termination of employment.
- Submission of a completed application, along with required documentation, must be done no later than April 9, 2020.
- Continued employment is contingent on an executed MOU with the partnering school district.

College Dual Enrollment instructors will receive stipend pay to be paid out monthly over the duration of the courses offered and instructed according to course start and end dates. The 2020-2021 stipend system is as follows:

<b>Dual Enrollment Instructor Stipend</b>	\$750 1-2 courses	\$1,250 3-4 courses	\$1,500 5+ courses
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**High School Partner and Dual Enrollment Instructor Expectations:**

- a) The Dual Enrollment Instructors will follow current college procedures to ensure students attending/participating in the course are officially listed on the roster by the show/no date. Any student not on the roster by the 11th day of class (Census Day) will not be enrolled in the course.
- b) The Dual Enrollment Instructor will report to the designated College faculty member for the program with which he or she is associated.
- c) Dual Enrollment Instructors will submit required reporting documents through Moodle and WebAdvisor (such as: submission of midterm and final grades and validation of rosters) in

accordance with all timelines and due dates. Faculty will attend an annual online training, as required by the College, and submit required credentials (CV and syllabus) accordingly. DE Instructors/Faculty must comply with HB 2504 and submit the required curriculum vitae (CV) and the course syllabus by the appropriate deadline each semester, by using the Syllabus Application available on the TSTC Portal.

*Please note: If annual training is not completed by the Dual Enrollment Instructor, the associated pathway will not be offered to the High School Partner.*

- d) The High School Partner(s) will allow release time from high school duties for Dual Enrollment Faculty to complete faculty training required by the College.
- e) Each dual enrollment section will be offered based on High School Partner's requests and will require a minimum of 10 officially enrolled College Dual Enrollment students. Additionally, staffing and facility availability will determine course offerings and section capacity for all modes of delivery.
- f) In order to ensure instructional needs are met, the High School Partner(s) will notify the College's Dual Enrollment staff of any Dual Enrollment Instructor personnel changes ninety (90) days prior to the first day of the dual credit section. Any sections with changes in High School personnel within ninety days of the first day of class may be subject to cancellation.
- g) In order to ensure instructional needs are met, if any staffing personnel changes occur due to extended leave, the High School Partner(s) are required to notify the Dual Enrollment Office immediately.

## **FACILITIES, TEACHING ENVIRONMENT, ENROLLMENT**

### **Facilities**

The High School Partner(s) will work with the College to ensure that the High School Partner's facilities meet the expectations and criteria required for college classes, and are appropriate for college-level instruction that include the following:

- 1) High School Partner(s) will ensure that College faculty and dual enrollment students have appropriate access to all available instructional resources and essential technology;
- 2) High School Partner(s) shall permit access to the College's electronic learning resources when the course is taught at the High School Partner; and
- 3) High School Partner(s) offering courses shall meet the laboratory safety standards and have material/equipment that comply with College program requirements.
- 4) High School Partner(s) will ensure the safety and security of the High School facilities where said dual enrollment classes are held on High School leased or owned property.
- 5) The College will ensure the safety and security of the College's facilities where said dual enrollment classes are held on College leased or owned property.

### **Teaching Environment**

The High School Partner(s) are responsible for designating a classroom and lab space conducive to college-level learning, as required for dual credit courses taught face-to-face at the high school.

### **Enrollment**

**The High School Partner(s) will designate at least one person responsible for:**

- 1) guiding students in the selection of one pathway from the list of programs agreed upon between the High School Partner(s) and the College in the Pathway Offering Form. The enrollment in multiple pathways is not permitted; and
- 2) coordinating and tracking submission of all required documents for admissions and registration; and
- 3) submitting of all required documents for admission and registration to the assigned Dual Enrollment Recruiter by July 2, 2021 ; and
- 4) adhering to all established College deadlines, policies and procedures including but not limited to schedule changes including, additions, drops, and withdrawals; and
- 5) coordinating visits to the closest College campus to receive their Student Identification card and tour the facilities
- 6) working in collaboration with the College's dual enrollment team for all issues regarding dual enrollment, such as admissions, advisement, registration, grading, reporting and programming improvements; and
- 7) attending the College's annual Dual Enrollment Process Update; and
- 8) support dual enrollment students in communication with their instructors in an effort to encourage self-advocacy and the heightened responsibility as a college student.

**The College will designate one Dual Enrollment Recruiter responsible for:**

- 1) coordinating and tracking submission of all required documents for admissions and registration from the High School Partner(s); and
- 2) submitting documents from High School Partner(s) for admission and registration to the Office of the Registrar; and
- 3) working with the High School Partner's designated Dual Enrollment contact to schedule and perform Application and Registration Drives, College Prep Academy, and pathway offering presentations.

### **COURSE CURRICULUM, INSTRUCTION, AND GRADING**

High School Partner(s) that participate in the Dual Enrollment Program at Texas State Technical College will comply with procedures and guidelines established by the College:

#### **a) Academic Instructional Calendar**

Dual Credit classes will follow the College Academic Calendar. Exceptions may be arranged through collaboration between the College and the High School Partner.

**b) Monitoring Instruction**

High School Partner(s) will work with the College so that College personnel will have the opportunity to monitor the quality and rigor of instruction in compliance with the College course syllabus and the standards established by the state of Texas, the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) and the High School Partner. The Student Learning designee must conduct a faculty evaluation. The evaluation and training shall include, but not be limited to:

- Coordinated check-ins with the Student Learning designee (face-to-face or online).
- A College end-of-semester course and instructor evaluation completed by students sent to their mymail@tstc.edu email account.
- A mandatory yearly instructor orientation/training session for all DE instructors, offered online during the month of August.

**c) Books and Supplemental Materials**

The High School Partner(s) will be responsible for obtaining the correct editions of required textbooks, tools, software and/or supplies **on or before the first day of the college class**. All textbooks and/or supplemental materials, software, computer specifications, applicable insurance coverage, uniforms, associated travel expenses related to program competitions/events (e.g., SkillsUSA), chaperone expenses, etc., will be the responsibility of the High School Partner(s). Textbooks, materials, and supplies are available for purchase through the College bookstore at [http://www.tstc.edu/student\\_life/bookstore](http://www.tstc.edu/student_life/bookstore).

Each semester, the Dual Enrollment Office will share the upcoming semester textbook and additional materials requirements with the High School Partner. A list of required materials will be provided by the DE office and posted on the DE website at [de.tstc.edu](http://de.tstc.edu) under the Educators tab.

*Please note: Failure to be prepared for class could result in the student's removal from the course.*

**d) Grading Procedures**

All Dual Enrollment Faculty will follow the College grading system as stated in the College's **Statewide Operating Standard ES.4.06, Grading System** (<http://www.tstc.edu/governance/es>) as well as the grading criteria in the department-approved syllabus. A student must earn a grade of C or better in a WECM course to pass.

**e) College-Level Coursework**

The rigor of college-level coursework can often require time outside of class for the students to meet course learning objectives and outcomes.

**f) Student Learning Support Services**

All College dual enrollment students and DE instructors have access to the College Learning Resource Center ([http://tstc.edu/student\\_life/learningresource](http://tstc.edu/student_life/learningresource)) and learning support services.

**g) Student Grievances/Complaints**

Procedures for handling student grievances or complaints, as it relates to the college course or

customer service, are applicable to all students, including those enrolled in dual credit courses. Dual enrollment students with grievances or complaints shall follow the procedures as stated in the College's ***Statewide Operating Standard ES.3.24, Student Grievances & Complaints*** (<http://www.tstc.edu/governance/es>) as published in the [College Catalog and Student Handbook](#).

## **STUDENT ELIGIBILITY**

The College requires High School Partner(s) to follow all College enrollment procedures and guidelines for dual enrollment students. All students must meet dual enrollment admissions and eligibility requirements as outlined by the Texas Higher Education Coordinating Board laws and regulations, the Texas Administrative Code, Title 19, Part 1, Chapter 4, Subchapter D and Subchapter G Rule § 4.85, and as stated in the College's ***Statewide Operating Standard ES.4.07, Admission of Students*** (<http://www.tstc.edu/governance/es>).

The Texas Success Initiative (TSI) is a program designed to assess students' readiness for postsecondary coursework and provide appropriate interventions, services and instructional activities to prepare students for success in college-level courses. Dual Enrollment students must take the TSI assessment prior to enrolling with the College unless otherwise exempt or waived.

## **COMPOSITION OF CLASS**

Dual credit courses will be composed as defined by the Texas Higher Education Coordinating Board laws and regulations, the [Texas Administrative Code, Title 19, Part 1, Chapter 4, Subchapter D and Subchapter G Rule § 4.85](#).

The High School Partner(s) may not enroll both dual credit and non-dual credit students in the same section, unless the creation of a high school credit-only class is not financially viable for the high school and only under one of the following conditions:

- a) If the course is required for completion under State Board of Education High School graduation requirements, and the school is otherwise unable to offer such a course.
- b) If the high school credit-only students are College Board Advanced Placement or International Baccalaureate students
- c) If the course is a career and technology/college workforce education course and the high school credit-only students are eligible to earn articulated college credits.

## **CAMPUS ACTIVITY AND TRANSPORTATION**

The College assumes no obligation or responsibility for the transportation of students to or from the College's campus or training facilities. Students that have a free period while on the College's campus will not be monitored, and the High School Partner(s) hold the College harmless for any death, personal injury, property damage and/or campus disruption caused by High School Partner(s) personnel or their students. The College is not responsible for High School Partner's students who leave the College's grounds.

## **STUDENT RIGHTS AND RESPONSIBILITIES**

Dual enrollment students must abide by the Code of Student Conduct outlined in the current College Catalog and Student Handbook. Dual enrollment students will be dismissed for disruptive behavior and referred to their high school principal or designee for disciplinary action on the high school side. Dual Enrollment students attending classes on the College's campus will be treated as college students and are responsible for knowing all rules and regulations of the College. Student conduct violations will be handled through the Code of Student Conduct, ***Statewide Operating Standard ES 3.23, Student Rights and Responsibilities*** (<http://www.tstc.edu/governance/es>).

## **STUDENT SUPPORT SERVICES**

The College and the High School Partner(s) will adhere to Section 504 of the Americans with Disabilities Act Amendments Act (ADAAA). Students in dual enrollment courses will have access to the same or comparable support services that are afforded College students on the main campus. The College is responsible for ensuring timely and efficient access to Student Support Services. Services such as these may require a signed student and/or parent consent form to receive services.

The College will adhere to and comply with current College policies and procedures, and federal, state and local laws, that govern the College for individuals and/or students with disabilities that require accommodations.

The High School Partner(s) agree that in classes for which college credit is awarded, accommodations will need to meet standards under the ADAAA and Section 504, subpart E, and will adhere to the College's current policies and procedures for determining reasonable accommodations and grievances. Service coordination and costs of required accommodations will be afforded through a collaborative effort.

The High School Partner(s) agree that classes in which high school credit is awarded, the ADAAA and Section 504, subpart D, accommodations will be the responsibility of the High School Partner(s). If an accommodation fundamentally alters the course, college credit will not be awarded.

Building and information technology access will be the responsibility of the owner/provider of that infrastructure, including access to web-based curriculum materials.

Students with disabilities who require accommodations will be required to self-disclose with the College's Disability Services Office.

It is the responsibility of the dual enrollment students, their parents/legal guardians or sponsoring agents to provide health and accident insurance for the dual enrollment students. Further, the dual enrollment students, their parents/legal guardians or sponsoring agents will hold the College harmless and waive any claims, past, current or future, they may have for any death, personal injury, property damage or accidents involving students or visitors while on the College's campus or off-campus instructional site locations.

**PATHWAYS ALIGNMENT**

The College will offer a comprehensive guide to the alignment of High School endorsements, dual credit courses, postsecondary pathways, credentials at the institution, and industry certifications.

**TRANSCRIPTION OF CREDIT**

A college grade shall be transcribed upon completion of the semester for the courses in which they are officially enrolled and will adhere to the current grading policy. The High School Partner(s) agree to evaluate the learning objectives to be achieved by students completing the College’s dual credit college courses and to transcribe credit on the student’s high school transcript accordingly.

**ARTICULATED CREDIT**

The College will not offer articulated credit as an alternative to dual credit to the High School Partner(s).

**FINANCE AND FUNDING**

*a) **Tuition and Fees***

Dual enrollment courses are offered at a reduced tuition waiver and fee rate of \$33.00 per credit hour. Refunds will follow ***Statewide Operating Standard FA 1.9, Refund of Tuition and Fees*** (<http://www.tstc.edu/governance/fa>). Dual enrollment student eligibility and enrollment requirements must be met for the tuition waiver to apply.

*b) **Invoicing***

The College will invoice the High School Partner(s) for all applicable tuition and fee charges under the sponsorship billing process. Invoicing will start after the refund period ends on the official census date of the term (11th class day). Student registration for subsequent academic terms will not be completed until payment is received. The High School Partner(s) will assign a designated Business Office contact to work with the College’s Student Accounting office regarding invoices.

**Business Office Contact Name:** Amy Austin  
**Email Address:** aaustin@roscoe.esc14.net  
**Phone Number:** 325-766-3629

**FERPA**

The Parties agree to maintain the records for all students by all applicable federal, state and local laws. For the purposes of this agreement, pursuant to the Family Educational Rights and Privacy Act of 1974 (FERPA), the College hereby designates the High School Partner as a school official with legitimate education-related interests in the educational records of the students who participate in the dual

enrollment program to the extent that access to the records is required by the High School Partner to carry out the functions of the program. The Parties agree to maintain the confidentiality of the students' educational records in accordance with the provisions of FERPA. The Parties shall not release educational records to any third party without written consent by the affected student.

### **MEMORANDUM OF UNDERSTANDING (MOU)**

Any change to the terms of this MOU must be presented in written form and agreed upon by both the College and the High School Partner at least thirty (30) days before any term or provision may be changed.

### **TEXAS PUBLIC INFORMATION ACT**

*Notwithstanding any provisions of this MOU to the contrary, the High School Partner understands that the College will comply with the Texas Public Information Act, Gov't Code, Chapter 552 as interpreted by judicial opinions and opinions of the attorney general of the state of Texas. The College will notify High School Partner of receipt of a request for information related to this MOU. High School Partner will cooperate with the College in the production of documents responsive to the request.*

*High School Partner may request that the College seek an opinion from the attorney general of the state of Texas; however, the College will not honor High School Partner's request for an opinion if the request is not based upon a reasonable interpretation of the Texas Public Information Act. Additionally, High School Partner will notify the College's Office of General Counsel of any third-party requests for information that was provided by the state of Texas for use in conducting this MOU. This MOU and all data and other information generated or otherwise obtained in the performance of its responsibilities under this MOU may be subject to the Texas Public Information Act. High School Partner is required to make any information created or exchanged with the state pursuant to this MOU, and not otherwise excepted, from disclosure under the Texas Public Information Act, available in a format that is accessible by the public at no additional charge to the state. High School Partner agrees to maintain the confidentiality of information received from the state of Texas during the performance of this MOU, including information which discloses confidential personal information, particularly, but not limited to, Social Security numbers.*

### **COUNTERPARTS**

This MOU may be executed in one or more counterparts and may be electronically transmitted. Each counterpart shall be deemed an original and all of which shall constitute one and the same document.

### **EFFECTIVE DATE AND TERM**

The effective date of this MOU is active upon signature of all parties and applies to the **2020-2021 academic year**.

**SIGNATURES**

The persons signing this MOU represent, each to the other, that they are authorized to sign for and bind their respective institutions.

**Texas State Technical College**

300 Homer K. Taylor Dr  
Sweetwater, TX 79556

By:

*Edgar Padilla*  
Edgar Padilla (Feb 17, 2020)

Edgar Padilla  
Senior Vice President of Strategic Partnerships

Date:

Feb 17, 2020

By:

*Rick Denbow*  
Rick Denbow (Feb 17, 2020)

Rick Denbow  
TSTC Campus Provost

Date:

Feb 17, 2020

**High School Partner (ISD/Entity)**

PO Box 579 1101 W 7th Street  
Roscoe, TX 79545

By:

*A. Wilson*

Andy Wilson  
Superintendent Roscoe ISD

Date:

Feb 17, 2020