

Dual Enrollment and Transfer Articulation Agreement
Between
Texas A&M University-Commerce
and
Navarro College

This agreement is made and entered into on May 22, 2015, by and between Navarro College and Texas A&M University-Commerce, a member of *The Texas A&M University System*, an entity of the State of Texas, hereinafter referred to as "A&M-Commerce." Navarro College and A&M-Commerce, by agreeing to the following provisions, reaffirm their continued collaboration and commitment to facilitate the ease of transfer for students moving from Navarro College associate degrees into baccalaureate programs at A&M-Commerce.

Terms of Agreement:

1. Navarro College students following the recommended program of study, common core, and transfer curriculum, or who have earned an associate degree and who meet all other admissions requirements, shall receive admission to A&M-Commerce. Transferring students must meet the same standards and criteria for admission to a major degree sequence as a native A&M-Commerce student.

Students transferring prior to completion of the core curriculum shall be awarded transfer credit in each core component area completed. Students transferring prior to the completion of the associate degree will be eligible for the award of an associate degree upon transfer from A&M-Commerce of courses required for the completion of the associate degree as determined by Navarro College and if other associate degree requirements are met.

Navarro College students may apply for dual admission status by contacting the Navarro Partnership A&M-Commerce locations in Corsicana or Midlothian at the beginning of their second year of enrollment at Navarro. Students must submit the *Apply Texas* application within **two weeks** of anticipated enrollment at A&M-Commerce.

Navarro College students will be provided with scholarship and financial aid information through admission and advising materials online.

2. A student transferring to A&M-Commerce under this agreement for dual enrollment will have acceptance of Navarro College credit hours, with the following conditions:
 - a) Transfer students will receive academic credit for transferable college level courses only, completed with a grade of "D" or better. However, courses completed with a grade of "D" may not be applied to the major. Remedial and developmental courses will not be accepted in transfer for a degree but will be reflected in attempted total hours.

- b) The student must have a cumulative GPA of 2.0 and a minimum of 31 semester credit hours of core courses complete, including Math 1314, ENGL 1301 and ENGL 1302, for transfer admission to the Corsicana and Midlothian Navarro Partnership A&M-Commerce locations. Other offices/departments may have additional requirements for admission to specific programs.
 - c) A&M-Commerce will typically accept between 60-66 semester credit hours from Navarro College in transfer or toward a degree program depending upon specific program requirements. Some programs may accept fewer transfer hours.
3. To receive a baccalaureate degree from A&M-Commerce:
- Students must complete at least 36 semester hours at the advanced level, 24 of which must be completed through A&M-Commerce.
 - To complete a bachelor's degree, students must have a minimum of 120 semester credit hours.
 - At least 25% of semester credit hours must be earned through instruction from A&M-Commerce which includes university distance learning courses.
 - Students must complete the specific minimum semester hours needed including both advanced and resident hour requirements established by the A&M-Commerce major departments for the chosen degree plan.
4. Transfer scholarship opportunities from A&M-Commerce:
- Eligible students must complete a minimum of 45 transferable hours at Navarro College.
 - Meet A&M-Commerce transfer grade point average criteria for designated scholarships.
 - Phi Theta Kappa scholarship opportunities will be available to transfer students who are members of the Navarro College honor society chapter and meet grade point average and semester credit hour requirements for the scholarship. Flex scholarship funds are awarded until depleted so early applications are encouraged.
5. Students who request financial aid:
- Must complete the FAFSA application.
 - List A&M-Commerce as their home school.
 - If students are taking classes at Navarro:

- They must register and pay for those classes; and
 - Submit a dual enrollment consortium agreement form each semester to their local A&M-Commerce office in either Corsicana or Midlothian.
- A&M-Commerce will be responsible for dual enrolled student financial aid processing.
 - Navarro will verify they are not providing financial aid to the student each semester of dual enrollment.
 - Federal regulations prevent students from receiving funds from both institutions.
6. A&M-Commerce has developed and will continue to provide transfer guides utilizing the Texas Common Course Numbers to identify the courses to be completed at Navarro College that can be transferred to A&M-Commerce.
 7. Representatives from Navarro College and A&M-Commerce will meet or make contact each year to share course catalog information and update course equivalencies, and transfer guides and transfer admission information to be used the subsequent academic year.
 8. Dual enrollment enables students to identify themselves as a student at both institutions prior to a change in physical campus location. In addition, it provides access to additional facilities and programs offered by Navarro College and A&M-Commerce that may enhance student success and provide a more seamless transition between the two institutions. Components of the dual admission program might include, but are not limited to:
 1. Concurrent enrollment;
 2. A student ID card;
 3. Student access to A&M-Commerce sporting events;
 4. An A&M-Commerce myLEO email account; and
 5. Access to the A&M-Commerce libraries and to computer facilities operated by A&M-Commerce.
 9. After acceptance into the dual enrollment program, students must continually meet the admission requirements and academic performance standards of both institutions in order to remain in the program. Students accepted under dual enrollment may transfer from one institution to another or concurrently enroll at both institutions. Students are required to provide official Navarro transcripts to A&M-Commerce after completion of course work.
 10. Program Specific Agreements facilitate articulation and transfer of students and add

value to their educational experience. Navarro College and A&M-Commerce will work toward a goal of Program Specific Agreements for all associate degrees at Navarro College in which A&M-Commerce has a baccalaureate counterpart available in its Corsicana and Midlothian locations. The Program Specific Agreements will be designed to maximize the amount of academic course work completed at Navarro College that can be applied to an A&M-Commerce baccalaureate degree providing students with economic incentives that encourage access and success in their higher education endeavors. These Program Specific Agreements will be available on a web site accessible from the transfer pages of both institutions ensuring availability to the students, counselors, and advisors of both academic institutions.

11. The Agreement facilitates the matriculation and transfer of a block of technical courses into the Bachelor of Applied Arts and Science Degree (BAAS) at A&M-Commerce. This articulation agreement will be designed to maximize the amount of academic and technical course work completed for the applied associate degrees and technical certification programs that can be utilized for the Bachelor of Applied Arts and Science Degree. The Agreement will be available on a web site accessible from the transfer pages of both institutions ensuring availability to students, counselors, and advisors of both academic institutions.
12. Non-Academic Departments of Offices of Navarro College and A&M-Commerce, including but not limited to Financial Aid & Scholarships, Admissions, Distance Education, and Career Development, will explore opportunities to develop consortium agreements that facilitate the transfer, reverse transfer, dual admission and other future partnership areas that contribute to access to higher education and success of students at both institutions.

SACSCOC Compliance -The following provisions are incorporated into this agreement:

1. Navarro College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (SACSCOC), and all Navarro College instructors of courses in this articulated program are in compliance with criteria as described in SACSCOC Principle 3.7.1 of the SACSCOC *Principles of Accreditation*.
2. It is understood by both parties that all students receiving their degree from A&M-Commerce must comply with SACSCOC Principle 3.5.2 of the *Principles of Accreditation*. This Principle requires that "The institution awards degrees only to those students who have earned at least 25% of the credit hours required for the degree through instruction offered by that institution." Additional courses may be required to meet this Principle.
3. It is understood by both parties that all students receiving their degree from A&M-Commerce must comply with SACSCOC Principle 3.5.4 of the *Principles of Accreditation*. This Principle requires that "at least 25% of the discipline course hours in each undergraduate major are taught by faculty members holding the terminal

degree - usually the earned doctorate - in the discipline." Additional courses may be required to meet this Principle.

4. While Navarro College may award an associate degree and A&M-Commerce may award a bachelor's degree to a student completing all of the requirements, this agreement does not constitute a joint degree.
5. Neither A&M-Commerce nor Navarro College may use the SACSCOC logo in any of their materials or on websites. Use of the logo is reserved exclusively for the Southern Association of Colleges and Schools Commission on Colleges.

Terms of Agreement:

This Agreement shall operate on an ongoing basis. Faculty and/or administrators representing A&M-Commerce and Navarro College will meet annually to assess the dual enrollment program and develop additional options to this agreement. This Agreement may only be modified by a written agreement signed by legally authorized officials of both institutions.

The initial term of this Agreement shall begin on May 25, 2015 and end on August 31, 2018. Sixty-days before the end of the initial term, A&M-Commerce may renew this Agreement for a subsequent three-year term upon written approval of Navarro College. The parties may review this program before the expiration of the initial term or any subsequent term thereafter and discuss continuance or termination.

Termination:

A petition to end this Agreement: 1) must be submitted one-year in advance of the intent to terminate; 2) must be submitted in writing and signed by the college/university president making the petition; and 3) must be delivered to the second party to the Agreement. Delivery of the intent to terminate will constitute formal notification and will serve as grounds for termination one year following the date of delivery.

Dispute Resolution:

The dispute resolution process provided in Chapter 2260, Texas Government Code, and the related rules adopted by the Texas Attorney General pursuant to Chapter 2260, shall be used by A&M-Commerce and Navarro College to attempt to resolve any claim for breach of contract made by either party that cannot be resolved in the ordinary course of business. The parties shall submit written notice of a claim of breach of contract under this Chapter to the representative undersigned party, who shall examine the claim and any counter claim and negotiate with the other respective party in an effort to resolve the claim.

Governing Law and Venue:

This agreement shall be governed and interpreted pursuant to the Constitution and Laws of the State of Texas. Pursuant to Section 85.18, *Texas Education Code*, venue for any suit filed against A&M-Commerce shall be in the county in which the primary

office of the chief executive officer of A&M-Commerce is located. At the time of this agreement, such county is Hunt County, Texas.

Amendments, Changes, or Modifications:

No amendment, change or modification to this agreement may be made without formal written agreement of both parties.

Contacts:

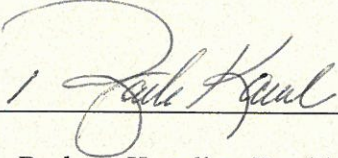
Navarro College
32 West 7th Avenue
Corsicana, TX 75110
Dr. Barbara Kavalier, President

A&M-Commerce
PO Box 3011
Commerce, TX 75429-3011
Dr. Dan Jones, President

The parties hereto certify that they have the authority to execute this agreement and that covenants contained herein are within their respective statutory authority to fulfill. The undersigned parties bind themselves to the faithful performance of this agreement.

IN WITNESS THEREOF, the parties execute this Dual Enrollment and Transfer Articulation Agreement.

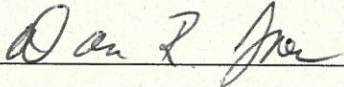
Navarro College



Dr. Barbara Kavalier, President

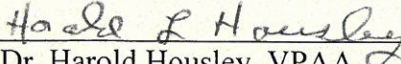
May 22, 2015
Date

**Texas A&M University-Commerce
(A&M-Commerce)**



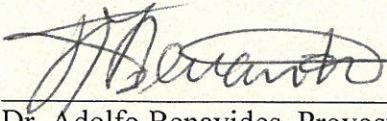
Dr. Dan Jones, President

May 22, 2015
Date



Dr. Harold Housley, VPAA

5-22-15
Date



Dr. Adolfo Benavides, Provost & VPAA

May 22, 2015
Date