

**Collaborative Agreement between \_\_\_\_\_ Public Schools  
And Montana State University – Great Falls College of Technology**

This document outlines the partnership between the \_\_\_\_\_ School District and Montana State University – Great Falls College of Technology (MSUGF) for high school dual enrollment.

**Purpose:** The purpose of this partnership is to provide high school students in the \_\_\_\_\_ School District with the opportunity to earn either (a) high school credit and college credit simultaneously or (b) college credit only in the courses provided by MSUGF.

**References:** Running Start Legislation: <http://data.opi.state.mt.us/bills/mca/20/9/20-9-706.htm>

Administration Rule ARM 10.57.437 on Postsecondary Faculty License  
<http://www.mtrules.org/gateway/ruleno.asp?RN=10.57.437>

MSUGF Faculty License website:

<http://www.msugf.edu/academics/DualEnrollment/Forms/Licensed%20Faculty%20List.pdf>

**Eligibility:** High school students who have Junior or Senior standing are eligible for dual enrollment courses under the following conditions:

- ⇒ The student must have received prior authorization from a designated high school representative,  
**and**
- ⇒ The student must complete and submit all appropriate paperwork for the program.  
**and**
- ⇒ The student must satisfy all prerequisites listed in the catalog for the individual course they wish to take.  
**and**
- ⇒ The classes requested must not be available through the school district.  
**and**
- ⇒ In registering these students, MSUGF will not displace adult students attending the College.

**Credits:** Students will earn college credits as referenced in the current MSUGF college catalog. Typically one 3 credit semester college course is equivalent to 1 semester credit in high school.

**Funding:** Funding for all designated dual credit or college-credit-only courses will be managed according to this formula:

\$30 Application Fee (one-time only)	Student	
Mandatory Fees*	Student	
Tuition	½ Student	½ MSUGF

\* *Tuition and fees will be assessed using the same model for all credit bearing courses. Current fee and tuition schedule is available online at [http://www.msugf.edu/admissions\\_records/TuitionFees.html](http://www.msugf.edu/admissions_records/TuitionFees.html) Books, supplies, materials, course fees, program fees, and travel costs will be paid by either the student or the school district.*

**Refunds:** In the case of student withdrawal from dual enrollment courses, refunds will be made according to regular College policies (as stated in the catalog) and divided equally between the student and MSUGF according to the Funding section above.

**Online**

**Courses:** For online dual enrollment courses that will also earn the student high school credit, the School District will provide an on-site facilitator who is a certified teacher in the district. This facilitator will provide on-site support for students taking online courses, generally of a technical nature, to ensure that students have the support they need to be successful with the technology. MSUGF will provide direct assistance as needed for the facilitator.

**Term:** This agreement will remain in effect for the 2010-2011 academic year. On or before May 1, 2011 the parties will consider whether to continue the agreement for the next academic year.

**Signatories:** The following persons representing \_\_\_\_\_ Public Schools and Montana State University—Great Falls College of Technology agree to the terms of this agreement, which will be revisited on or before May 1, 2011, for possible continuation in future academic years.

\_\_\_\_\_  
Superintendent of \_\_\_\_\_ Public Schools

\_\_\_\_\_  
Date

\_\_\_\_\_  
Joe Schaffer, Dean/CEO of MSUGF

\_\_\_\_\_  
Date