



Office of the Provost and Executive Vice Chancellor

Memorandum of Understanding

This document shall serve as a “Memorandum of Understanding” between Platte Country High School (PCHS) and the Curators of the University of Missouri as represented by the University of Missouri – Kansas City Office of the Provost and Executive Vice Chancellor (“UMKC”), setting forth the terms and conditions for offering dual credit courses by the university during the 2024-2025 school term for high-performing high school students. Both parties agree to the following:

- The office of the High School College Partnerships (HSCP) will administer the program for UMKC.
• The tuition price for 2024-2025 HSCP courses will be set in June 2024.
• HSCP offers tuition assistance based on need and merit to a limited number of students.
• In the event individual scholarships are awarded by PCHS, a complete list of student names and student IDs must be submitted to the HSCP office along with the payment by week 12 of each semester.
• PCHS will make every effort to communicate to dual credit students that their enrollment in HSCP courses will create a permanent academic record, whether they pass the course or not.
• HSCP will provide dual credit course textbooks only for students enrolled in dual credit courses; textbooks will remain the property of HSCP.
• PCHS instructors will ensure that all online student applications and course rosters are completed and submitted by the deadlines set by HSCP. Otherwise, students may not be enrolled.
• PCHS instructors will provide and post all final grades upon course completion, using UMKC’s Pathway system. Final grades must be entered into Pathway by the deadline set by HSCP.
• All students will follow the established and posted HSCP registration, withdrawal, and payment schedules and deadlines.
• All PCHS instructors will meet the minimum requirements to teach for HSCP and must be approved by each specific department chair.
• HSCP will work with the department coordinators respective to each discipline to develop professional development opportunities for the high school instructors.
• Both parties will follow the standards for the concurrent enrollment stipulated by the MDHEWD and the Higher Learning Commissioner (HLC) principles of good practice for dual credit enrollment (http://dhe.mo.gov/cota/dualcredit/php).
• PCHS teachers may write a letter of recommendation waiver for students who exhibit the necessary skills to complete the course work but have not met the 3.0 GPA requirement and/or the ACT score requirement.
• Termination of this agreement can be made by either party at any time. Furthermore, any termination of this agreement will not prevent PCHS students currently enrolled in the HSCP from completing their courses to the end of the term.

Dr. Jennifer Lundgren, PhD Date
Provost and Executive Vice Chancellor
UMKC Office of the Provost

Dr. Aaron Duff Date
Director, Secondary Education and College Career Services
Platte Country School District

UMKC, Office of Finances & Administration Date