

## Early Entry Agreement

between

### Minot Public Schools and Dakota College at Bottineau

This agreement is intended to provide students at Minot Public Schools with the opportunity to earn early entry (aka, dual credit), college credit for knowledge, competencies, and skills, which have been successfully completed during their secondary education.

#### A. Dual Credit Courses

Students enrolled at Minot Public Schools will be eligible to receive high school credit and college credit through Dakota College at Bottineau (DCB) for the following course(s):

##### Minot Public Schools

Certified Nursing Assistant/Certified Medication Assistant (1 credit)

##### Dakota College at Bottineau

NURS 100 Nurse Assistant Training (3 credits)

#### B. Instructional Representatives

The following instructional representatives are responsible for implementing the provisions and procedures of this agreement as well as maintaining communications between Minot Public Schools and DCB:

**Minot Public Schools** Pam Stroklund  
Career and Technical Education Director

**DCB** Larry Brooks  
Associate Dean for Academic and Student Affairs


#### C. Procedure

- The early entry instructor(s) at Minot Public Schools will be required to send his/her resume and copies of official college transcripts to the Associate Dean for Academic and Student Affairs at DCB (Associate Dean). Upon review of the instructor's resume and transcripts, the Associate Dean will determine if the instructor is qualified to teach the aforementioned early entry course(s) for DCB.
- The instructor(s) at Minot Public Schools will be required to use the same syllabus that is used by the instructor(s) at DCB. Minor changes to the syllabus may be approved if they are submitted to the Associate Dean in advance of offering the course.


- Students are required to complete an application for admission to DCB and pay the one-time, non-refundable \$35.00 application fee. In addition, students will be required to pay \$74.49 per credit (\$297.96 for a four-credit course) which includes mandatory ConnectND and NDSA fees. DCB will pay Minot Public Schools \$45.00 per credit (\$180 per student for a four-credit course) for their instructor to teach the early entry course(s) referenced in this agreement. This payment may be used to offset direct and indirect expenses incurred by Minot Public Schools.
- The grade for the early entry course(s), as issued by the instructor at Minot Public Schools, will appear on the student's transcript issued by DCB.

**D. Annual Review**

- The Career and Technical Education Director from Minot Public Schools and the Associate Dean for Academic and Student Affairs from DCB will review and evaluate this dual credit agreement on an annual basis.

  
Pam Stroklund  
Minot Public Schools

5-23-17  
Date

  
Larry Brooks  
Dakota College at Bottineau

5/25/17  
Date