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BY:

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Center for Precollegiate Education and Training

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September 1, 2011

To: The School Board of Sarasota County
1960 Landings Blvd
Sarasota, FL 34231

From: The University of Florida's Center for Precollegiate Education and Training (UF-CPET)

Dear Mrs. Lori White,

There is a current Articulation Agreement in place between your school district and the University of Florida, but it was signed years ago in 2003. Although the agreements continue automatically from year to year, the contact information for your superintendent and guidance counselor have undoubtedly changed since then, and I would like to update our files. I have included two copies of our original agreement, with the contact information left blank.

If you wish to continue our partnership please fill in the new contact information, sign with witnesses, and send both copies back to us. I will then obtain the University signatures, and return a fully executed copy to you. As seen in the original agreement you will need to submit a written request if you would like to terminate this agreement completely. If you have any questions you are welcome to call me at (352) 392-2660 or email me at mkmeese@cpet.ufl.edu.

Sincerely,

Katie Meese
Dual Enrollment Coordinator

Enclosures: Articulation Agreement (two)

ARTICULATION AND INSTRUCTIONAL MATERIALS AGREEMENT
for Florida Public High School/University of Florida Dual Credit Enrollment

This Agreement between the University of Florida, hereinafter referred to as "University," and The School Board of Sarasota County, Florida, hereafter referred to as "School Board," is entered into for the purpose of enhancing learning opportunities for qualified high school students who are attending public high schools in Sarasota County.

I. The University agrees to permit high school students enrolled in public high schools in Sarasota County, who have been certified by the superintendent as qualified, to enroll in regularly offered courses listed and described in the University's undergraduate catalog, The University Record, under the provisions of Section 1007.271, Florida Statutes, and the following terms and conditions:

- A. The student must have a 3.25 high school grade-point average in academic subjects based on 4 points for an "A", must intend to pursue a baccalaureate degree, and must meet any course requirements as set out in The University Record.
- B. The District Superintendent (or Designee) has indicated approval of the student's intent to participate in Dual Credit Enrollment by signing the "permission paragraph" on University of Florida DCE Form 542.
- C. A course will be open to Dual Credit Enrollment high school students only if not otherwise filled by University of Florida students.
- D. The University will notify the student of his or her grades as is regularly done with University students. In addition, a document will be sent to the High School indicating work completed.

II. The School Board agrees to permit certain qualified students to attend University classes under the following terms:

- A. The high school student and his/her parent(s) or guardian(s) have been counseled on the advisability of taking one or more college courses while in high school and on the specific requirements of the Dual Credit Enrollment program.
- B. The student's parents or guardians, guidance counselor, and principal have been informed and have granted permission for the student to take the course.
- C. The previously mentioned University of Florida DCE Form 542 has been processed.
- D. High school credit for the course(s) upon its (their) successful completion by the Dual Credit Enrollment student will be awarded and grade points will be assigned, equivalent to those for Honors or Advanced Placement courses.
- E. Student must provide their own transportation to and from course site.

III. Both parties agree that:

- A. The University will provide on a loan/return basis instructional materials to a Dual Credit Enrollment student provided:

1. The University of Florida DCE Form 542 has been completed.
 2. The student has not already purchased the instructional materials.
- B. The University of Florida Bookstore will then invoice the student's School Board for the amount of the instructional materials charged, providing the School Board's Billing Contact with a copy of the student's completed UF Form 542 and a Bookstore Invoice for the amount charged. Upon receipt of the invoice, the School Board will remit payment directly to the University of Florida Bookstore in a timely manner.
- C. At the termination of the semester in which the student is enrolled, instructional materials may be kept by the School Board or sold back (if they possess any buy-back value) to credit the School Board's University of Florida Bookstore account. The decision to keep or sell back the instructional materials is solely at the discretion of the School Board and it is the responsibility of the School Board to establish guidelines regarding the instructional materials of their Dual Credit Enrollment students.
- D. The University will be responsible for making an annual report to the Commissioner of Education on the operation of the Dual Credit Enrollment program. The School Board will provide to the University any information requested to complete such reports.
- E. The University will be responsible for monitoring the quality of curriculum to ensure that instruction is consistent with the University of Florida's policies and procedures.

IV. This Agreement shall be effective from the date of its execution and signature by all parties and shall be automatically continued from year to year unless the Agreement is terminated by either party upon thirty (30) days written notice, provided that such termination shall not affect the duties and rights of either party under this Agreement with regard to a Dual Credit Enrollment student from Sarasota County currently enrolled in a course at the University of Florida. Termination notices must be sent by certified or registered U.S. Mail, Return Receipt, and shall be deemed duly given and made when received or five days after being made, whichever is earlier.

V. All notices, forms, and other communications hereunder shall be mailed or delivered to:

1. If to the School Board address to:

Superintendent

Correspondence/Billing Contact

Mrs. Lori White, Superintendent

Mrs. Nancy Roberts, Director
Curriculum and Instruction
School Board of Sarasota County
1960 Landings Blvd.
Sarasota, FL 34231

2. If to the University, address to:

Mary Jo Koroly, Ph.D.
Center for Precollegiate Education and Training
331 Yon Hall, Box 112010
Gainesville, FL 32611-2010

VI. The University's performance of any of its obligations under this Agreement shall be subject to and contingent upon the availability of funds lawfully appropriated by the Legislature for the purposes reflected in this Agreement for the current and any future fiscal period.

VII. This Agreement constitutes the entire Agreement between the parties with respect to the matters described herein and may be amended only by a writing executed by both parties.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed on the date indicated below.

Witnesses:

University of Florida
Board of Regents of the State of Florida

By: _____

Date: _____

Witnesses:

The School Board of Sarasota County, Florida

By: _____

Date: _____

Approved for Legal Content
September 16, 2011, by Matthews, Eastmoore,
Hardy, Crauwels & Garcia, Attorneys for
The School Board of Sarasota County, Florida
Signed: ASH

September 1, 2011