



# Off-Site Dual Credit Agreement Form

Student Name: \_\_\_\_\_ High School: \_\_\_\_\_  
*Last Name, First Name*

### Program Eligibility:

The off-site dual credit program is available to high school students subject to the following provisions:

1. Angelo State University must have a formal written agreement with the student’s high school for off-site dual credit enrollment.
2. The student must meet all eligibility requirements and application dates set forth by ASU and the high school.

### Program Cost:

Each student in the off-site program will receive a scholarship to cover 100% of the tuition and fees of up to two courses per semester. Students wishing to take more than two courses per semester will be charged the approved ASU Dual Credit tuition and fees rate per course.

### Student Agreement:

- I agree that I am responsible for reviewing, understanding and abiding by the University’s regulations, procedures, requirements and deadlines as described in all University publications.
- Pursuant to my rights under the Family Educational Rights and Privacy Act (FERPA), I consent to have my ASU academic record released to the high school for the purpose of applying the credit(s) and grade(s).
- I further consent to authorize the release of my ASU academic record to my parent(s) or legal guardian(s).
- I will contact my high school counselor immediately if I need to withdraw from a course(s).
- I understand that dual credit students are not eligible for federal Pell grants or direct loans.
- I will maintain satisfactory attendance in my dual credit courses.
- I will notify ASU if my contact information changes (email, mailing address, etc.).
- I have read and understand the financial responsibilities information provided to me at the end of this document.
- I understand that I may receive a 1098-T Tuition Statement. (See <http://www.angelo.edu/services/controller/1098T.php> for more information.)
- I understand that I am responsible for paying for additional dual credit courses beyond two courses per semester.
- I understand that this agreement remains effective for the duration of my enrollment as a dual credit student at ASU.

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

### Parent/Guardian Agreement:

- I understand that the student must abide by the University rules and regulations.
- I understand that course grades will be reported to the respective high school for dual enrollment purposes and reporting.
- I have read and understand the financial responsibilities information provided to me at the end of this document.
- I understand that this student will receive a scholarship to cover two courses per semester.
- I understand that the student is responsible for the payment of all tuition and fees assessed.
- I understand that the student may receive a 1098-T Tuition Statement (See <http://www.angelo.edu/services/controller/1098T.php> for more information.)
- I understand that this agreement remains effective for the duration of the student’s enrollment as a dual credit student at ASU.

**Parent/guardian signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**Parent Printed Name:** \_\_\_\_\_

### School District Approval:

The above mentioned student currently meets the dual credit enrollment qualifications outlined by ASU and the high school. The student demonstrates the responsibilities necessary for enrollment into the listed course(s). By signing, I certify this student is approved to enroll in dual credit courses. The school district will verify prerequisite completion before sending course registrations for the student.

**High School Counselor Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## Financial Responsibility Statement

When you initially register as a student at Angelo State University, you establish an account with the University through its Student Accounts Office. The terms of this agreement apply to all purchases, charges, fees, fines, tuition and loans made or obtained by you or someone else with your permission or on your behalf, or assessed to you, by, from or with respect to the University (collectively referred to as "Charges"), including tuition and fees.

A student who fails to make a full payment of tuition and fees, by the due date may be prohibited from registering for classes until the full payment is made. A student who fails to make full payment prior to the end of the semester or term may be denied credit for the work done that semester or term.

You promise to pay to the total amount of all charges billed to your account, as well as all late fees, service charges, installment option fees, and interest allowed by law. If a collection action is initiated with respect to your account you agree to reimburse us for the fees charged by the collection agency, which may be based on a percentage (at a maximum of 30%) of the debt, and all costs and expenses, including reasonable attorney fees, we incur in such collection efforts in accordance with Texas Government Code Sec 2107.003. Your account is not a secured credit account. This delinquency may be reported to the State of Texas and a hold may be activated thus preventing you from receiving any funds payable to you from any state agency.

If a payment is made to your account and the payment is returned to the University as a result of insufficient funds or for any other reason, you agree to pay us the return payment fee in addition to the original amount. Pre-registered classes secured by a returned payment are subject to cancellation.

I agree not to incur Charges in excess of the amount specifically authorized by the University. The University reserves the right to refuse to allow further Charges to be placed on your account for any reason, at any time. You consent to the University or contracted agents, at our option, to report favorable and/or unfavorable credit information regarding your account to credit bureaus and other appropriate organizations. Delinquent accounts will be payable to the University until paid in full, or until the debt has been turned over to a collection agency or other legal authority for collections. Delinquent accounts that have been turned over to a collection agency or legal authority must be paid directly to that entity. The University will not accept payment on their behalf. If your account is delinquent, your academic record will be placed on hold and the University may restrict access to your grades and/or transcript. Registration for future classes may not be processed and further Charges to your account may not be allowed until the account is paid in full. You agree to reimburse us for the fees charged by the collection agency, which may be based on a percentage (at a maximum of 30%) of the debt, and all costs and expenses, including reasonable attorney fees, we incur in such collection efforts in accordance with Texas Government Code Sec 2107.003. Your account is not a secured credit account. This delinquency may be reported to the State of Texas and a hold may be activated thus preventing you from receiving any funds payable to you from any state agency.

You authorize the university, the departments, their respective agents and contractors to contact you regarding your educational debts at your current or any future number either provided or acquired for your personal phone(s) including but not limited to a cellular phone or other wireless device(s) using automated telephone dialing equipment or artificial or pre-recorded voice or text messages.

Every student may not meet the IRS requirements to receive the IRS Form 1098-T. Angelo State University provides a Tax Notification for the tax year whether the student meets the IRS requirements to receive the IRS Form 1098-T. Every student should access the Tax Notification and read the personal message at the top to determine if the student will receive the IRS Form 1098-T for the tax year. The Form 1098-T is not a receipt. Angelo State University does not report payments to the IRS. Payment information for the tax year is available in the Tax Notification or from the student's personal receipts. More information can be found at <http://www.angelo.edu/services/controller/1098T.php>.

This agreement shall be interpreted in accordance with and pursuant to the laws of the State of Texas including, but not limited to Texas Education Code § 51.967, Limitation on Educational Debt.