



Co-Enrollment Agreement
Between
The University of Texas at Tyler
And
Kilgore College

Parties

This Agreement is between The University of Texas at Tyler ("UT Tyler") whose main address is 3900 University Boulevard, Tyler, Texas, 75799 and Kilgore College whose main address is 1100 Broadway, Kilgore, TX, 75662, and extends to instructional locations within the Kilgore College system or district. UT Tyler offers coursework leading to baccalaureate, master's and doctoral degrees. Kilgore College offers coursework leading to associate of arts, associate of science, associate of arts in teaching and associate of applied sciences degrees and certificate programs. UT Tyler and Kilgore College herein after referred to as the "Institutions" enter into this Agreement in the spirit of cooperation and mutually recognize each other as quality Institutions of higher learning.

Statement of Purpose

UT Tyler and Kilgore College are dedicated to providing greater educational opportunities and services for students transferring between the two Institutions. The Agreement provides a new pathway to UT Tyler through Kilgore College. Participating students enter college with the support of two academic institutions: Kilgore College and UT Tyler. Participants co-enroll at both schools. For the first two years, students will take the majority of their classes at Kilgore College and are eligible to complete three credit hours per semester from a pre-approved list of UT Tyler courses, while at Kilgore College. Those who fulfill the program requirements go on to finish their bachelor's degree at UT Tyler. Credits earned at UT Tyler can also be applied toward an associate degree from Kilgore College. This means participating students can earn two college degrees in just four years.

This Agreement seeks to provide guidelines and areas of responsibility to ensure that participating students can transfer completed coursework to UT Tyler without loss of credit and recognition of approved courses applied toward the award of a bachelor's degree. This Agreement further provides guidelines and outlines areas of responsibility by each institution.

UT Tyler and Kilgore College agree to cooperate in this objective to the mutual benefit of students

Co-Enrollment

UT Tyler benefits:

1. The opportunity to earn a bachelor's degree from a nationally recognized university.
2. Access to UT Tyler's academic resources, facilities, and events.
3. The chance to explore different majors and career paths through UT Tyler's six professional colleges.
4. The support of UT Tyler advisors, who assist students with their academic transition and community building.

Kilgore College benefits:

1. The opportunity to earn an associate degree and bachelor's degree simultaneously.
2. Affordability; Kilgore College costs 75 percent less on average than other area colleges.
3. Free tutoring and expert advising; advisors at Kilgore College and UT Tyler work together to ensure each student has a comfortable and rewarding experience.
4. Access to a variety of academic support services and student activities.
5. Quality coursework at the Kilgore College campus, just 30 minutes from the UT Tyler main campus.

Responsibilities

1) UT Tyler's Responsibilities:

- a) UT Tyler agrees to accept transferable core curriculum, fields of study, and other lower division courses from Kilgore College to the extent it is within the Texas common course numbering system and follow the credit transfer for associate degree procedure in Tex. Educ. Code(s) § 61.833, § 61.834, and any applicable rules.
- b) UT Tyler will provide students with information regarding the availability of scholarships for eligible students as well as any other financial aid opportunities at UT Tyler.
- c) UT Tyler will post the agreed upon Patriot Pathways on the UT Tyler website.

2) Kilgore College's Responsibilities:

- a) Kilgore College will ensure that all its courses related to this Agreement are taught by qualified faculty holding appropriate and acceptable degrees and/or credentials as outlined by the Southern Association of Colleges and Schools Commission on Colleges ("SACSCOC") Comprehensive Standards or appropriate institutional accreditation standards.

- b) Kilgore College will link to UT Tyler Transfer Student Admissions on its relevant webpages; <https://www.uttyler.edu/admissions/transfer/>
- c) Kilgore College will arrange and publicize a date and location for UT Tyler representatives to offer recruiting and advising opportunities on the Kilgore College campuses.

3) **Mutual and Coordinated Responsibilities.** The Institutions agree to:

a) Guidelines:

- i) **Admission:** Students will apply at both institutions through ApplyTexas, listing their intended majors at each institution on the appropriate application. Co-enrolled students will be provisionally admitted to UT Tyler and will be granted full admission once they complete the program requirements, earning their associate degree at Kilgore College.
- ii) **Student Accounts:** Students will have accounts established at both institutions through the institution's respective student information systems. In addition, students will have established email accounts, and student IDs at each institution.
- iii) **Co-Enrollment:** Permits concurrent enrollment for students at both institutions, enabling them to register for a minimum of three credit hours at UT Tyler while pursuing their associate degree at Kilgore College. Students have the flexibility to attend Kilgore College courses on any Kilgore College instructional location or online, UT Tyler courses offered at Kilgore College instructional locations, classes available at any UT Tyler campus, or online courses provided by UT Tyler. Co-Enrollment is allowed for a maximum consecutive two-year period.
- iv) **Texas Success Initiative:** Kilgore College will be responsible for assuring students' compliance with Texas Success Initiative (TSI) requirements and will provide remediation for any student needing such additional course work.
- v) **Grading:** The grade point average (GPA) for each student will be calculated separately at each institution using the methodology and course work of the respective institution.
- vi) **Academic Advising:** Students will receive academic advising from both partnering institutions to ensure degree requirements are met.
- vii) **Payment:** Students will pay applicable fees and tuition to each institution and must meet the respective payment deadlines for all applicable fees and tuition payable to each institution.

viii) Readmission: If a student voluntarily drops out of the Co-Enrollment program, the student may pursue future readmission to UT Tyler subject to the then current readmission criteria.

b) Course Locations:

- i) **UT Tyler Courses offered on Kilgore College Instructional Locations:** Qualified Kilgore College faculty may teach UT Tyler courses on any of the Kilgore College instructional locations or at the Longview University Center. Students will be charged the standard Kilgore College tuition rate and Kilgore College will keep the tuition revenue and fund the cost of instruction. UT Tyler will count the credit hours and transcribe the courses on the UT Tyler transcript. These courses will be cross listed at both campuses and transferred back to Kilgore College for participating students to earn their associate degree.
- ii) **UT Tyler courses offered on UT Tyler campuses and on-line:** Participating students would be required to pay the UT Tyler tuition rate for these courses to UT Tyler.

c) Financial Aid: Financial Aid will be offered and authorized through the Kilgore College campus until the student completes their program requirements and starts full-time at UT Tyler per the executed Financial Aid Consortium Agreement.

d) Scholarships: Students will be eligible for UT Tyler scholarship consideration after transition to full time enrollment at UT Tyler. Students may qualify for scholarships while at Kilgore College for Kilgore College coursework.

e) Student Services: To the extent possible, all student services, student activities, student organizations, etc., will be available to participating students at the respective institutions.

f) Orientation: Students will be required to participate in, and pay any fees associated with a joint orientation program provided by Kilgore College and UT Tyler prior to the start of the Co-Enrollment program.

g) Housing: Participating students are eligible for housing at UT Tyler after transitioning to full time enrollment at UT Tyler. Students may be eligible for on-campus housing at Kilgore College while attending Kilgore College under the Co-Enrollment program.

h) Communication and Marketing: Both institutions agree to cooperate in communicating information about this Agreement.

- i) Coordinate visitation trips to UT Tyler and assist, advertise, promote, and facilitate transfer events.

- ii) Coordinate information to advertise and inform students of the opportunities for Co-Enrollment. Each Institution will assume responsibility for appropriate marketing to reach their respective student populations and will jointly review marketing materials on an annual basis to ensure accuracy.
- i) Student Records: Kilgore College will obtain student consent to share information with UT Tyler on a semesterly basis or as needed to communicate with students and facilitate Co-Enrollment. Students' academic and disciplinary records will be maintained and kept current at both institutions.
- j) Transfer of Credit: Core component areas that have been completed at Kilgore College will transfer and apply to the equivalent core component area at UT Tyler. If the student is not "Core Complete" from Kilgore College, grades of "D" earned in individual core component areas will not transfer. Certain programs may require specific core classes as part of their program sequence. The advisors at both Kilgore College and UT Tyler will guide students in the selection of these required courses.
- k) Reverse Transfer Process: To facilitate Kilgore College's ability to offer reverse transfer associate degrees in accordance with the State of Texas *Building a Talent Strong Texas* Strategic Plan Initiative, the Offices of the Registrar at UT Tyler and at Kilgore College agree to follow the credit transfer for associate degree procedure in Tex. Educ. Code § 61.833 and any applicable rules.

Terms of Agreement and Termination

1. This Agreement shall remain in effect for a period of Five (5) years, or until one (1) or both institutions deem it necessary to amend or terminate it. The desire to amend or terminate the Agreement must be submitted in writing to the President of the allied institution. The continuance of this agreement after the five-year period, is contingent upon written agreement of the Presidents of both Institutions.
2. This agreement will be filed with the Offices of Academic Affairs at UT Tyler and Kilgore College.
3. All required notices, demands, requests, and other communications shall be presented in writing and shall be deemed to have been given when personally delivered, mailed or emailed to the administrators of the corresponding institution.
4. This Agreement may be amended at any time in writing upon signature of authorized representatives of both Institutions.
5. This Agreement is non-exclusive, and allied Institutions may enter into similar agreements with any other collaborator.

6. This Agreement is subject to termination by either party upon sixty days written notice of a material breach to the breaching party. Alternatively, this Agreement can be terminated at any time without cause by mutual consent of the parties or by either institution with notice by May 1 that the program will not be offered for the next academic year. If the agreement is terminated by either party, a teach-out arrangement will be made available to all co-enrolled students to facilitate degree completion.

7. The laws of the State of Texas (U.S.A.) shall govern the interpretation and application of this Agreement. Any dispute arising out of this Agreement, or its operation, performance or nonperformance shall be resolved in accordance with Texas law and venue shall be solely and exclusively in the courts located in Smith and or Gregg Counties, Texas, U.S.A.

This Agreement providing assurances of seamless transfer for approved certificates and degrees specified in Appendix A and core completion, as well as alignment and promotion of advising, student support services, financial aid and scholarships will be authorized upon approval and signature of both institutions.

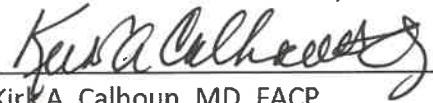
This Agreement shall take effect upon execution by both signatories.

IN WITNESS WHEREOF, the Institutions hereto have caused this Agreement to be executed by their authorized officers the last day and year written below.

Signatures:

The University of Texas at Tyler

Referred to herein as "UT Tyler"



Kirk A. Calhoun, MD, FACP
President, The University of Texas at Tyler

3/21/24

Date

Kilgore College

Referred to herein as "Kilgore College"



Brenda S. Kays, Ed.D.
President, Kilgore College

3/21/24

Date