

DUAL CREDIT INTERLOCAL AGREEMENT

Texas Southern University
and
Houston Independent School District



TEXAS SOUTHERN UNIVERSITY



Effective Date: June 12, 2026

DUAL CREDIT INTERLOCAL AGREEMENT

Between

Texas Southern University

And

Houston Independent School District

1. Parties

This Interlocal Agreement (“Agreement”) is entered into between Texas Southern University (TSU) and Houston Independent School District (HISD), both political subdivisions of the State of Texas. Both parties are authorized to contract with one another for the performance of governmental functions and services that each party is authorized to perform individually. This agreement is intended to serve a valid public purpose and to promote the efficient use of public resources.

2. Authority

This Agreement is executed pursuant to Texas Government Code Chapter 791 (Interlocal Cooperation Act), Texas Education Code §28.009 and §51.9685, 19 Texas Administrative Code §4.84, and applicable provisions of the Texas Government Code, and accreditation standards of the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)

3. Purpose

The purpose of this Agreement is to establish a dual credit partnership allowing eligible HISD students to enroll in and receive college credit for courses offered by TSU.

4. Term

This Agreement shall become effective upon execution and remain in effect through August 31, 2027, unless terminated earlier by either party with thirty (30) days written notice.

5. Academic Authority

Texas Southern University retains sole authority over curriculum, course content, instructional standards, grading policies, and faculty approval. All dual credit courses shall be equivalent in rigor to on-campus instruction and part of TSU’s approved course inventory.

6. Crosswalk Alignment and Implementation

TSU and HISD agree to collaborate on the development, implementation, and maintenance of course crosswalks that align HISD secondary coursework with TSU postsecondary programs. The purpose of these crosswalks is to ensure clear, consistent pathways for students to transition from high school

to college programs, minimize duplication of coursework, and support the awarding of articulated or dual credit where applicable.

6.1 Scope of Crosswalks

The crosswalks will identify and document aligned courses within agreed-upon program areas, including but not limited to Career and Technical Education (CTE) pathways and dual credit offerings. Each crosswalk will specify corresponding HISD and TSU course titles, course codes, and other relevant information.

6.2 Crosswalk Review and Updates

Crosswalks will be reviewed on a regular basis, no less than annually, to ensure continued alignment with curriculum, industry standards, and institutional requirements. Updates will be made collaboratively and communicated to all relevant stakeholders in a timely manner.

6.1 Student Eligibility and Assessment Requirements

Students must be enrolled in HISD, meet course prerequisites, and receive academic advising prior to enrollment. Texas Success Initiative (TSI) or other test scores are not required for admission unless required for placement; such scores may be collected post-admission for reporting and placement purposes.

7.1 College Readiness Assessment Standards

TYPE OF ASSESSMENT	Minimum scores for Reading & Writing based classes e.g., English/History/ Government	Minimum scores for Reading, Writing and Math based classes e.g., Economics	Minimum scores for Math based classes e.g., College Algebra
ACT (TSI exemption)	40 combined on English & Reading No Composite Score Required	40 combined on English & Reading, 22 or higher on Math No Composite Score Required	22 or higher on Math No Composite Score Required
SAT	480 or higher on Evidence-Based Reading & Writing	480 or higher on Evidence-Based Reading & Writing 530 or higher on Math	530 or higher on Math

TSI Assessment	945 or higher with Essay 5 – Ready for College- Level English	945 or higher with Essay 5 – Ready for College- Level English 950 or higher on Math	950 or higher on Math
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7.2 Workforce Education Dual Credit Eligibility

Students are eligible to enroll in workforce education dual credit courses as follows:

- (a) Level One Certificate Courses:
No testing or end-of-course assessment required.
- (b) Level Two Certificate Courses:
Students must demonstrate college readiness in the relevant subject area(s) using state-approved assessments, academic records, or other institutional criteria.
- (c) Students may enroll only in courses for which eligibility has been demonstrated.
- (d) Students exempt from State of Texas Assessments of Academic Readiness (STAAR) end-of-course assessments may be otherwise evaluated by the institution.

7.3 Non-Traditional Students

Students enrolled in private, non-accredited, or home school settings must meet all eligibility requirements outlined in this section.

7.4 Course Prerequisites

Students must meet all institutional prerequisites for each dual credit course, including placement scores or prior coursework requirements.

- (a) Students enrolling in more than two courses per semester must meet mutually agreed-upon guidelines, including a recommended minimum 2.75 GPA.
- (b) Students enrolled in more than two courses must earn a grade of C or better in all courses to continue this level of enrollment.
- (c) This requirement does not apply to students in Early College High School (ECHS) and Pathways in Technology Early College High School (P-TECH).

7.5 Additional Requirements

The college may impose additional enrollment requirements that do not conflict with state law.

7.6 Underclassmen Enrollment

Freshmen and sophomores must obtain principal or counselor recommendation for enrollment.

7.7 Course Access and Pathways

Course offerings will be jointly determined based on student pathway alignment.

7.8 Location of Classes

(a) Courses may be offered at:

- HISD campuses
- College campuses
- Approved online/hybrid formats

(b) Distance education courses must comply with Texas Higher Education Coordinating Board (THECB) Principles of Good Practice.

7.9 Composition of Classes

(a) Courses must consist of:

- Dual credit students only, or
- A combination of dual credit and college students

(b) Courses may not include students receiving only high school credit (per SACSCOC).

7.10 Curriculum, Instruction, and Grading

Courses must be equivalent to on-campus offerings in:

- Curriculum
- Instructional materials
- Rigor and assessment standards

7.11 Academic Policies and Student Support

(a) College academic policies apply, including:

- Grading

- Appeals
- Attendance
- Course requirements

(b) Students will have access to:

- Advising
- Counseling
- Library resources
- Disability services

(c) Students must self-identify for accommodations; services are coordinated collaboratively.

7.12 Transcription of Credit

Dual Credit courses will be transcribed on both the high school transcript and the college transcript upon successful completion on the course.

7.13 TSI Academies

- TSI Academies will be offered based on campus need.
- Scheduling determined collaboratively
- Transportation provided by HISD

7.14 College Credit Program

Courses must be:

- In the core curriculum
- Career and Technical Education (CTE) courses
- Foreign language courses

ECHS programs are exempt from these limitations.

7.15 Pathways and SACSCOC Compliance

- Students must declare and follow an academic pathway (exceptions apply for students under 15 credit hours).
- Courses must comply with SACSCOC standards including: no mixing of dual credit and high school-only students.

7.16 SACSCOC Responsibilities

- TSU will:

- Provide policy updates
- Manage substantive change requests
- Monitor program thresholds (25% / 50%)

(b) HISD will:

- Ensure compliance with all SACSCOC requirements
- Coordinate scheduling with TSU dual credit advisors
- Allow site visits and faculty observations

8 Faculty Qualifications and Instructional Model

All instructors must meet Texas Southern University and SACSCOC credentialing standards, with final approval by TSU. The primary instructional model shall be embedded faculty, wherein instructors are employed and compensated by HISD and approved by Texas Southern University to deliver instruction to HISD students. Texas Southern University retains academic oversight and credential review authority.

9 Roles and Responsibilities

Texas Southern University shall provide courses, curriculum, academic oversight, and transcripts, and maintain student academic records. HISD shall identify and enroll students, provide facilities and instructional support, coordinate scheduling, and provide required student data.

10 Tuition and Funding

10.1 Tuition and Fee Structure

Tuition for Dual Credit courses offered under this Agreement shall be assessed at a rate not to exceed \$60.10 per semester credit hour, or the maximum allowable rate established by THECB, whichever is applicable at the time of enrollment.

All tuition and fees shall be established, published, and administered in compliance with state law and TSU policy.

10.2 FAST Eligible Students

Students determined to be eligible under the Financial Aid for Swift Transfer (FAST) program shall incur no direct cost for participation in Dual Credit courses, including tuition, mandatory fees, textbooks, and/or required instructional materials with such costs covered through applicable state funding mechanisms in accordance with FAST program guidelines. TSU shall not invoice HISD, nor the student, for any tuition, mandatory fees, or instructional materials associated with FAST-eligible students.

10.3 Non-FAST Eligible Students (Pilot Year – In-Kind Support)

For the Fall 2026 pilot year, TSU shall provide in-kind tuition support for non-FAST eligible students, not to exceed twenty (20) students, to reduce barriers to participation and support successful program launch.

This in-kind support shall apply to tuition and mandatory fees only and shall not extend beyond the defined pilot cohort.

The Parties agree to revisit and renegotiate the funding structure for non-FAST eligible students following the pilot year, in preparation for Fall 2027 implementation.

10.4 Instructional Materials

Instructional materials, including textbooks and course resources, shall be provided through a consolidated pricing model, administered through TSU Student Accounting, and billed to HISD where applicable.

The consolidated price shall reflect the cost of required instructional materials and may include physical textbooks, digital course materials, access codes, and required learning resources.

TSU shall prioritize the use of Open Educational Resources (OER) and other cost-effective digital materials where feasible.

10.5 Billing and Invoicing

TSU shall invoice HISD for applicable instructional materials and any non-FAST eligible student costs not covered under Section 10.2.

Billing shall be structured in a consolidated format for administrative efficiency and align with student enrollment as of the official census date.

10.6 Compliance

This Section shall comply with all applicable provisions of Texas Education Code §28.0095, THECB Dual Credit and FAST program rules, and TSU institutional policies.

11 Data Sharing

TSU and HISD agree to exchange student data as necessary to support dual enrollment operations, including admissions, enrollment, academic progress monitoring, grade reporting, and required state reporting.

All data exchanges shall include sufficient identifiers to ensure accurate matching between systems, including, at minimum, TSU student ID, HISD student ID, and standard student demographic information.

TSU shall provide academic progress reporting, including interim and final grades, on a mutually agreed-upon schedule to support student success and intervention efforts.

All data sharing under this Agreement shall comply with the Family Educational Rights and Privacy Act (FERPA) and all applicable federal and state laws.

Data exchange between the parties shall be governed by a TSU–HISD Standard Student Data Privacy Agreement (DPA) entered into between the parties, which shall be aligned with Texas Student Privacy Alliance and Access 4 Learning Community standards, and which shall establish requirements for data security, transmission, storage, and permitted use.

12. Insurance

HISD and TSU shall each obtain and maintain in force for the duration of this Agreement and any extensions thereof, at HISD’s and TSU’s sole expense, all insurance required by state or federal law, including, but not limited to, General Liability Insurance. HISD will supply evidence of such insurance to TSU Risk Management and HISD Risk Management, respectively, or obtain Waiver of Insurance from TSU Risk Management prior to performing services.

The General Liability policy will name the other Party as an Additional Insured. Certificates of insurance verifying the foregoing requirements will be provided to the other Party prior to commencement of any services under this Agreement. If a policy contains deductible provisions, HISD or TSU will be responsible for payment of the deductible amount for any claim(s) or the pursuit of any claim(s) or asserted claim(s) against either Party, its agents, employees or representatives.

Type of Coverage	Minimum Limits
1. Commercial General Liability	\$1,000,000 per occurrence

The original Verification of Insurance Coverage will be forwarded to:

Physical:
TSU Risk Management
Office of Risk Management 3100
General Services Building 213-D
Cleburne Street Houston, Texas 77004
Sean.Martin@tsu.edu

Mailing:
TSU Risk Management
Office of Risk Management 3100
General Services Building 213-D
Cleburne Street Houston, Texas 77004
Attn: Sean Chris Martin

Physical:
HISD Risk Management
4400 W. 18th St.
Houston, Texas 77092
Tonya.McKinney@houstonisd.org

Mailing:
HISD Risk Management
4400 W. 18th St.
Houston, Texas 77092
Attn: Tonya McKinney

HISD's or HCC's failure to comply with the requirements of this section shall be considered a breach of this Agreement.

13 Liability and Employment

Employees of each party remain employees of their respective institutions. This Agreement does not create a joint employment relationship.

14. Compliance

Both parties agree to comply with all applicable federal and state laws, including Texas Education Code, THECB rules, Texas Education Agency requirements, and SACSCOC standards.

15 Amendment

This Agreement may be amended only by written agreement executed by both parties.

[Signature Page to Follow]

TEXAS SOUTHERN UNIVERSITY

HOUSTON INDEPENDENT SCHOOL DISTRICT

By: _____
James Crawford Date
President

By: _____
Rio Campo Date
Board President

By: _____
Carl Goodman Date
Provost

By: _____
Angela Lemond Flowers Date
Board Secretary

By: _____
F. Mike Miles Date
Superintendent of Schools

**APPROVED AS TO
FUNDING/BUSINESS TERMS**

By: _____
Jim Terry Date
Chief Financial Officer

APPROVED AS TO FORM:

By: _____
Catosha Woods Date
General Counsel