Memorandum of Understanding
between
Angelo State University
and
Southwest Texas Junior College

This Memorandum of Understanding (MOU) is made and entered by and between Southwest Texas Junior College hereinafter called “SWTJC” and Angelo State University, an institution of higher education of the State of Texas and a member of the Texas Tech University system, hereinafter called “ASU”.

Texas Higher Education Coordinating Board Strategic Plan Goals addressed in this MOU are:

Goal 1 – 60% of Texans ages 25-34 by 2030 will have a certificate or degree;
Goal 2 – At least 550,000 students in 2030 will complete a certificate, associates, bachelor’s or master’s from an institution of higher education in Texas;
Goal 3 – All graduates from Texas public institutions of higher education will have completed programs with identified marketable skills; and
Goal 4 – Undergraduate student loan debt will not exceed 60% of first-year wages for graduates of Texas public institutions.

Therefore and in consideration of the foregoing and in further consideration of the mutual benefits, the Parties hereto agree as follows:

ARTICLE I
ENGINEERING SUMMER LINK PROGRAM
The Engineering Summer Link Program allows SWTJC engineering students to attend ASU in one summer term as a transient student to take courses, which will be applied to the Associate of Sciences in Engineering Sciences (ASES) and the Bachelor of Science in Civil Engineering (BSCE) or Bachelor of Science in Mechanical Engineering (BSME). The summer link program allows ASES students to take courses not offered at SWTJC and to stay on-track to enter ASU’s BSCE or BSME program.

Admission
Students identified as summer link students will apply to ASU for the summer as transient students. Students will have their application fee waived. Students must submit a transcript from SWTJC showing that they are in good academic standing. Students will be admitted as a transient student if the student is in good academic standing at SWTJC.

Transferring Courses
At the conclusion of the summer link program, the ASU’s Registrar’s Office will send official transcripts for all summer link participants to the SWTJC Registrar’s Office. SWTJC will transfer the ASU courses and apply them to the ASES degree plan. Students must be in good financial standing and have no other holds to request an official transcript.
Link Courses
ASU will identify at least six (6) hours of summer link courses available to summer link participants. These courses will be published in the SWTJC-ASU Articulation Agreement for engineering programs. Students will be registered for these classes through ASU; therefore, the courses will show on an ASU transcript. ASU will report the enrollment to the THECB on their state reports.

Housing and Meal Plans
Students will be provided ASU on-campus housing at no cost for one summer term. Students must enroll in at least six semester hours identified in the Articulation Agreement for the link program. Students must apply for summer housing using the Summer Housing Application and pay the summer housing application fee. ASU will provide a scholarship for the full-cost of the summer meal plan. Students who withdraw from their summer link classes will be required to move out of the on-campus housing within 24 hours.

Tuition and Fees Financial Assistance
ASU commits to providing scholarships to cover any unmet need for summer link students. Summer link students will be charged the ASU tuition and fees rate according to the Global Fee Document; however, Pell grants and ASU scholarships will be applied to the student’s account to result in no cost to the student. Summer link students must apply for financial aid to determine eligibility for summer Pell grants. Unmet need is any remaining balance after Pell grants have been applied. Any loans students opt to use will be applied after the student’s scholarship is applied; therefore, loans should result in a refund to the student. Students will receive a 1098-T Tuition Statement from ASU.

Textbooks
Textbooks for engineering courses are available on reserve at the Porter Henderson Library for use while in the library. However, students who want a textbook to retain for their own use will be required to purchase textbooks.

Financial Aid Consortium Agreement
Summer link students are eligible to participate in a financial aid consortium agreement between ASU and SWTJC. Eligible students will receive summer financial aid from SWTJC as their Home Institution. Students who applied for financial aid from SWTJC for the preceding Fall and/or Spring semesters will already have a financial aid application on file to determine qualifications for summer aid. ASU and SWTJC will follow the steps below to process financial aid consortium agreements.
1. ASU and SWTJC will utilize a shared Google spreadsheet where admission and financial aid information can be shared.
2. ASU Department of Engineering will add interested students to the spreadsheet.
3. ASU Transfer & Articulation Specialist (T&AS) will update the spreadsheet when a student is admitted as a transient student.
4. ASU T&AS will notify SWTJC financial aid representatives that a student has been admitted.
5. SWTJC financial aid representative will determine if the student is eligible for summer Pell. SWTJC will add the eligible Pell amount to the Google spreadsheet.
6. ASU T&AS will notify ASU’s engineering advisor that a student has been admitted. The advisor will advise the student regarding classes to take and provide instructions on how to register.
7. Once the student has registered for ASU classes, the advisor will list the classes registered on the Google spreadsheet.
8. Once registered, SWTJC will award eligible Pell and any selected loan to the student. The awarded amount will be updated on the Google spreadsheet.
9. ASU T&AS will update the spreadsheet to include the student’s bill amount from ASU and any unmet need after Pell has been applied.
10. ASU T&AS will work with the ASU Scholarship Office to award a scholarship/financial assistance from ASU so the student has no unmet need.
11. ASU T&AS will work with ASU Student Accounts to place a hold on the student so that their courses are not dropped for non-payment by the payment deadline.
12. SWTJC will issue a refund to the student. The student will use the refund to pay the remaining balance of their ASU student account. The remaining balance must be paid in-full by the census date (4th class day) for the summer term or the student’s courses will be dropped and the student will not be eligible to live on-campus.
13. The ASU T&AS will regularly monitor the student’s bill and contact the student with reminders to pay their bill. If the bill is not paid by the deadline and the courses are dropped, ASU T&AS will notify SWTJC and update the Google spreadsheet.
14. At the end of the semester, ASU T&AS will update the Google spreadsheet to include the student’s final grades.
15. The ASU T&AS will send a list of the students who completed the summer link program to the ASU registrar’s office. The registrar’s office will send official transcripts for all summer link participants to the SWTJC registrar’s office.

ARTICLE II
ENGINEERING SUMMER BRIDGE PROGRAM
The Engineering Summer Bridge Program allows SWTJC engineering students to transfer to ASU into the Bachelor of Science in Civil Engineering (BSCE) or Bachelor of Science in Mechanical Engineering (BSME) program in the summer semester following the completion of their Associate of Sciences in Engineering Sciences (ASES) at SWTJC. The summer bridge program allows students to begin taking courses in the summer to stay on-track to take engineering courses in the fall semester.

Admission
Summer bridge students will apply to ASU for the summer as transfer students. Students will be required to pay the application fee or submit an application fee waiver with documentation and submit official transcripts from all colleges or universities attended. Students must meet the ASU transfer admission requirements. In order to be admitted to ASU, students must have a transferable GPA of 2.0 or higher from all college-level coursework attempted. Admission to ASU does not guarantee admission to the Engineering program. To receive admission to the Engineering program, students must have at least a 2.5 overall GPA and complete program
prerequisites outlined in the Undergraduate Catalog.

**Bridge Courses**
ASU will identify at least six (6) hours of summer bridge courses available to summer bridge participants. These courses will be published in the SWTJC-ASU articulation agreement for engineering programs.

**Housing and Meal Plans**
Students will be provided ASU on-campus housing at no cost during the summer semester. Students must enroll in the six semester hours identified in the articulation agreement for the bridge program. Students must apply for summer housing using the Summer Housing Application and pay the summer housing application fee. Students will be required to pay for their selected meal plans. Students who withdraw from their summer bridge classes will be required to move out of the on-campus housing within 24 hours.

Students who choose to live in on-campus housing during fall and spring semesters will be charged the normal ASU housing rates and must submit a housing application and application fee.

ASU does not provide housing for students with dependents. Housing is only available for ASU-enrolled students.

**Tuition and Fees**
Summer bridge students will be charged the ASU tuition and fees rate according to the Global Fee Document. Students will be required to pay ASU directly for any balance on their bill. Installment plans are not available in the summer; therefore, students must pay their full balance by the due date. Students must pay in-full by the published payment deadline or their classes will be dropped.

**Financial Aid**
Summer bridge students must apply for financial aid to determine if the student is eligible for summer aid.

**Scholarships**
SWTJC transfer students can qualify for a Carr Academic scholarship according to the Carr matrix qualifications. SWTJC may also nominate students for the Carr Academic Presidential Scholarship according to the criteria outlined in the general agreement with SWTJC. Students can also apply for general scholarships according to the published priority deadlines. PTK members may also submit proof of good-standing membership to receive an additional PTK scholarship.

**ARTICLE III**
**RESPONSIBILITIES OF THE PARTIES**

**ASU agrees to:**

1. Visit all SWTJC campuses to advertise summer link and bridge programs.
2. Coordinate meetings with appropriate staff on annual basis to review the summer link and bridge agreement and financial aid processes.
3. Provide academic advising assistance to prospective transfer students prior to admission to the university.
4. Provide annual training in order to educate appropriate faculty and staff regarding summer link and bridge requirements.
5. Utilize the financial consortium agreement Google shared drive to update student financial status.
6. The Financial Aid Director or designee will meet annually with the SWTJC financial aid staff.

SWTJC agrees to:

1. Have the Engineering faculty and academic advisors to inform Associate of Engineering Sciences students of the ASU Engineering degree opportunities during each academic advising session.
2. Provide a location for admissions counselors and/or pre-enrollment advisors to visit with prospective summer link and bridge students, including classroom visits and student organization meetings.
3. Distribute ASU transfer guides and display the marketing materials provided by ASU.
4. Participate in meetings with appropriate staff on an annual basis to review the summer link and bridge agreement.
5. Promote the availability of academic advising assistance to prospective transfer students prior to admission to the university.
6. Utilize the financial consortium agreement Google shared drive to update student financial status.

ARTICLE IV
SEVERABILITY
If any term or provision of this Agreement is held to be invalid for any reason, the invalidity of that section shall not affect the validity of any other section of this agreement provided that any invalid provision is not material to the overall purpose and operations of this Agreement. The remaining provisions of this Agreement shall continue in full force and effect and shall in no way be affected, impaired, or invalidated.

ARTICLE V
AMENDMENT
This Agreement may be amended in writing to include any provisions that are agreed to by the contracting parties.

Notice to ASU shall be mailed to:
Ms. Kerri Mikulik
Associate Director of Admissions (Transfer)
Angelo State University
ASU Station #11014
San Angelo, Texas 76909-1014

Notice shall be mailed to:
Dr. Mark Underwood
Vice President- Academic Affairs
Southwest Texas Junior College
2401 Garner Field Road
Uvalde, Texas 78801
ARTICLE VI
VENUE
This Agreement shall be governed by and construed and enforced in accordance with the laws of the State of Texas. Venue will be in accordance with the Texas Civil Practice & Remedies Code and any amendments thereto.

ARTICLE VII
ASSIGNMENT
Neither party shall have the right to assign or transfer its rights to any third parties under this agreement without the prior written consent of the other party.

ARTICLE VIII
INDEPENDENT CONTRACTOR STATUS
Nothing in this Agreement is intended nor shall be construed to create an employer/employee relationship between contracting parties. The sole interest and responsibility of the parties is to ensure that the services covered by this Agreement shall be performed and rendered in a competent, efficient, and satisfactory manner.

ARTICLE IX
ORIGINAL TERM, RENEWAL, AND TERMINATION
The Agreement will take effect with the signatures affixed below and will automatically renew in one-year increments for a maximum term of four (4) years. Thereafter, a new agreement must take effect by signature of both parties. Either party may terminate this Agreement at any time, with or without cause, by giving the other party ninety (90) days written notice of its intent to terminate the Agreement.

Angelo State University

[Signature]
Dr. Brian J. May
President

[Date]
12/19

Southwest Texas Junior College

[Signature]
Dr. Hector Gonzales
President

[Date]
1/13/20