WISCONSIN INDIANHEAD TECHNICAL COLLEGE

TRANSCRIPTED CREDIT AGREEMENT
MEMORANDUM OF UNDERSTANDING

Wisconsin Indianhead Technical College (WITC) and the School District of Amery hereby enter into an agreement that provides for transcribed credit for the course(s) detailed on the attached table.

Wisconsin Indianhead Technical College agrees to:

1. Provide competency-and performance-based curriculum materials for the course(s) covered by this agreement.
2. Assure quality and currency of the curriculum.
3. Assure that course competencies and performance standards are the same in the course taught in the high school as those in the course taught at WITC.
4. Provide instructor in-service and ongoing instructional support for those teaching the transcribed credit course.

The high school instructor agrees to:

1. Offer WITC course using WITC curriculum and comparable textbooks/equipment.
2. Follow WITC registration and grading policies.
3. Provide data necessary to process WTCS certification.
5. Work in cooperation with WITC and instructional areas.

**HIGH SCHOOL**

[Signature]

WEAC/WFT Representative Date

High School Principal Date

**WITC**

[Signature]

WITC WFT-Representative Date

Dean Instrucional Operations Date

[Signature]
Wisconsin Indianhead Technical College agrees to:

1. Enroll ALL high school students in the WITC course(s) identified in this agreement.
2. Reimburse school district for instructional costs incurred by the high school for the transcribed credit course. This reimbursement shall not exceed the total amount of tuition and fees collected by WITC for enrolled students unless otherwise negotiated.
3. Manage WTCS instructor certification files for those selected to teach the WITC course.
4. Process registration materials, maintain student records, grade reports, and issue transcripts.
5. Assist the high school in making transcribed credit information available to students and parents.

The high school agrees to:

1. Ensure that the teacher identified in this agreement is scheduled to teach the course identified in this agreement.
2. Provide data on instructor's professional development/technical update activities in order to maintain WTCS certification.
3. Provide facilities and resources for instruction.
4. Provide all accommodations for students with special needs.
5. Inform high school students about transcribed credit courses.
6. Register ALL students for transcribed credit courses.
7. Provide counseling services for students enrolled in or seeking enrollment in transcribed credit courses.
8. Observe enrollment maximums for this course consistent with those at WITC.
9. Reimburse WITC for tuition and material fees for students enrolled in transcribed credit courses.
10. Give high school credit for successful completion of transcribed credit courses.
11. Participate in the development of related Tech Prep partnership activities.
12. Meet high school and WITC course prerequisites.

**HIGH SCHOOL**

[Signature]

High School Administrator

10/15/07

**WISCONSIN INDIANHEAD TECHNICAL COLLEGE**

[Signature]

Vice President for Learning

10/20/07
Wisconsin Indianhead Technical College (WITC) and the School District of Amery hereby enter into an agreement that provides for transcripted credit for the following course(s) 09/03/07 through 06/06/08:

<table>
<thead>
<tr>
<th>WITC Course</th>
<th>Credits</th>
<th>High School Course</th>
<th>High School Instructor</th>
<th>High School Instructor Signature</th>
<th>WITC Mentor</th>
<th>WITC Mentor Signature</th>
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<td>10103103A</td>
<td>1</td>
<td>MS Office</td>
<td>Patricia Kuhl</td>
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<td>Alan Filipa</td>
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<td>Introduction to MS Office</td>
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<td>Accounting Principles</td>
<td>Patricia Kuhl</td>
<td>Patricia Kuhl</td>
<td>Thomas Pedersen</td>
<td>Thomas Pedersen</td>
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