

**AGREEMENT BETWEEN Pemberton High School &
ROWAN COLLEGE AT BURLINGTON COUNTY (RCBC)
MEMORANDUM OF UNDERSTANDING
College Head Start Program
Academic Year 2021-2022**

Student Information:

Eligibility

To be eligible for college credit, students must be currently enrolled at Pemberton High School and must complete the enrollment process as determined within this agreement.

Program Offerings and Costs for Individual Students

Approved Discounted Online Courses

Students approved by Pemberton High School may take selected courses online and receive a 25% discount. Available courses are listed in Appendix I.

Courses at RCBC

Students approved by Pemberton High School may take classes at any of our campus locations while still enrolled in high school.

Students must meet any pre-requisite requirements, if any, for the course they are seeking to take.

Also the student may be required to take the Placement Exam to be eligible to take selected courses. In lieu of the placement exam, students may provide standardized test scores (SAT, ACT, ASVAB, or PARCC) or other multiple measures assessments as approved by the College.

CAP (College Acceleration Program)

Students approved by Pemberton High School may receive college credit for classes offered at the high school, taught by Pemberton High School teachers.

Available CAP Courses are listed in Appendix II and III. Appendix II lists all possible approved Advancement Placement courses, Pemberton High School may select which of these courses to offer, assuming that a qualified faculty member is available. Appendix III lists courses available specifically at Pemberton High School.

Costs for Individual Students

Pemberton High School CAP Courses:

Students may register for courses as listed in Appendix II & III as approved by designated personnel at Pemberton High School. Students will be charged at the current CAP (College Acceleration Program) rate for equivalent credit. For the 2021-2022 year, rates are as follows:

	3 - 4 credit course	5 - 8 credit course	9 credit and above
Regular Rate	\$150	\$300	\$450
Free/Reduced Lunch Qualified Rate	\$100	\$200	\$300

No refunds are available after the end of the registration period as defined by the chart below.

RCBC Delivered Courses (as listed in Appendix I & IV),
including onsite at Pemberton High School , onsite at any RCBC facility and online

All students from Pemberton High School seeking to take any course offered through Rowan College at Burlington County must adhere to all institutional requirements based upon the individual student's academic background and completion of prerequisites. Additional criteria/requirements:

- An additional 25% discount will be provided for *select* online courses listed in Appendix I. No additional discounts will be provided.
- RCBC's current tuition rates can be found on: <https://rcbc.edu/tuition>
- Refunds are based on the college's Add/Drop period as listed on the academic calendar found on: <https://rcbc.edu/academic-calendar>
- No discounts will be provided retroactively; all documentation must be provided prior to registration for any discounts to apply.

Registration

Timelines/Deadlines

Prior to enrollment, Pemberton High School will provide all students with information regarding both general course offerings through RCBC and specifically through the College Headstart program including courses offered, pricing, and demonstrating that neither RCBC nor Pemberton High School can guarantee transfer of courses to any institution other than RCBC. All high schools must publish deadline dates for registration as listed in the contract, and communicate that payment is due no later than three weeks after the deadline for registration. Any registration that is received after published deadline dates, or for which all steps are not completed prior to the deadline date will be cancelled.

High schools should attempt to mediate any concerns raised by parents within the bounds of the contract prior to referring to RCBC. RCBC will resolve any concerns raised by parents with regard to credit, payment, and registration within the strict bounds of the MOU. Exceptions to the requirements of the contract will be made only when error has been made on the part of RCBC.

All students who wish to register must complete the electronic registration process (including registration, high school approval, parent approval and payment) prior to posted deadlines. Any incomplete registrations (all steps including: registration, high school approval, parent approval and payment) at the end of the registration period will be voided and retroactive registration will not be permitted.

Registration periods will be as follows

- Pemberton High School Delivered Courses via CAP:

Term:	Registration begins:	Registration ends:
Fall 2021	August 15 *	October 31, 2021
Spring 2022	December 15	March 1, 2022

* Subject to course approvals

- RCBC Delivered Courses, including onsite at Pemberton High School , onsite at any RCBC facility and online:

Term:	Registration begins:	Registration ends:
Fall 2021	April 15 **	See academic calendar for details on add/drop period via: https://rcbc.edu/academic-calendar

Spring 2022	October 15 **	See academic calendar for details on add/drop period via: https://rcbc.edu/academic-calendar
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**Subject to the opening of registration for matriculated RCBC students.

Awarding and Transcribing of Credit

RCBC Delivered Courses (as listed in Appendix I & IV),
including onsite at Pemberton High School, onsite at any RCBC facility and online

Courses completed via this agreement will be evaluated and graded pursuant to grading standards in place at the time of instruction and will be included in official RCBC transcripts, regardless of success of students in these courses. Courses may not be removed from RCBC record after the add/drop deadline as described above; all standard academic policies and standards for RCBC courses apply to all students equally for these courses.

Pemberton High School Delivered Courses via CAP:

RCBC will provide rosters to Pemberton High School listing registered students in all RCBC equivalent courses offered through the CAP program. Pemberton High School will receive grade rosters containing verified final grades, will be updated by the school and sent to the RCBC registrar. RCBC will then transcript both the student's credit and final grade, as the equivalent RCBC course. Students must receive a grade of 'C' or better in their Pemberton High School classes in order to receive RCBC college credit. Any course in which a student receives less than a grade of C will be transcribed as a withdrawal, "W." Courses may not be removed from RCBC record after the add/drop deadline as described above.

Faculty Information:

Approval of CAP Instructors

CAP Courses will be taught by approved High School faculty members who will remain employees of the High School and not RCBC. Each participating faculty member shall be approved based upon the RCBC Board Policy for adjunct faculty in effect at the time. All high school curricula and teachers must be approved by RCBC's liaison or designee. Prior to the start of each term, any course without approved faculty/teachers as of the first day of the RCBC term will be removed from the Pemberton High School offerings and all students will be removed from registration. Pemberton High School is required to notify RCBC of the departure of any approved faculty member.

Professional Development

RCBC may offer additional professional development opportunities including but not limited to inviting school representatives to annual CAP Breakfast in Spring and an annual Guidance Counselor Breakfast in the Fall.

Institutional Information:

Educational Equivalency

RCBC shall provide periodic reviews of learning outcomes and syllabi to ensure that CAP offerings are equivalent to the college courses for which RCBC grants credit. RCBC will also conduct periodic evaluations of student learning in CAP courses using examinations, student papers and projects, or other appropriate means. To facilitate these reviews and evaluations, Pemberton High School will provide syllabi, course learning outcomes, and lesson plans as well as student work for assessment of student learning upon request of RCBC.

Responsibility of Participating Institutions to Inform of Changes:

Each institution shall have the responsibility to inform the other of changes as they occur in their respective programs or course content or other instructional matters that could affect the basis for the evaluated credit or for the award of those credits. All changes relating to courses offered or approved must be shared prior to April 15 of the prior academic year.

Annual Review of Agreement:

Annually, either party may request a review of the terms of this agreement to reflect changes in

programs and course offerings. Changes to the agreement made during this review period will be effective for the academic year following the summer in which the review was made and will be effective for all students enrolled in the Pemberton High School at the time the changes will be made effective. Such changes may not be applied retroactively to students enrolled in prior terms from the Pemberton High School I. Request for review of the Agreement (including any must come in writing from either party by April 15th for changes effective at the commencement of the next academic year, including all new faculty and new courses.

Effect on Other Relationships Surrounding the Receipt of RCBC Credit for Name of High School Course work:

This Memorandum of Understanding is limited in scope to the receipt of Rowan College at Burlington County (RCBC) credit for students taking courses listed as per attached. It shall have no effect on any other agreements between RCBC and Pemberton High School to grant RCBC credit for the completion of Pemberton High School coursework.

Termination:

This agreement may be terminated by either party upon written notice submitted prior to the commencement of an academic year.

Superintendent Email: jhavers@pemb.org

Superintendent/Head of School
Pemberton High School
Date: _____

Michael Cioce, Ed.D.
President
Rowan College at Burlington County
Date: _____

Appendix I : Approved Discounted Online Courses only

Students who enroll in these online courses and identify as current high school students receive a 25% tuition discount.

Course	Credits	RCBC Course Title
BUA 108	3	Personal Finance and Money Management
BUA 208	3	Labor-Management Relations
BUA 230	3	Small Business Management
CIN 109	3	American Cinema
CRJ 102	3	Police Operations and Procedures
CRJ 103	3	Introduction to the Correctional System
CRJ 106	3	Introduction to the Court Systems
CRJ 203	3	Legal Rights of the Convicted
EDU 112	3	Historical Foundations of American Education
POL 101	3	American National Government and Politics
POL 102	3	State and Local Government
POL 103	3	Comparative Government and Politics
PSY 101	3	Introduction to Psychology
THR 101	3	Introduction to Theater

Appendix II: AP Approved Equivalencies

The courses on this appendix list have been reviewed and approved with adherence to the Collegeboard curriculum standards.

AP COURSE	RCBC COURSE(S)	COURSE NAME	CREDITS
AP Art History	ART-101	Introduction to Art	3
AP Biology	BIO-103; BIO 104; BIO 107; BIO 108	General Biology I (& Lab); General Biology II (& Lab)	8
AP Calculus AB	MTH-118	Calculus I and Analytic Geometry	4
AP Calculus BC	MTH-118; MTH 119	Calculus I and Analytic Geometry; Calculus II and Analytic Geometry	8
AP Chemistry	CHE-115; CHE 116; CHE 117; CHE 118	General Chemistry I (& Lab); General Chemistry II (& Lab)	8
AP Comp Govt & Politics	POL-103	Comparative Government and Politics	3
AP Computer Science A	CSE-135	Computer Prog and Problem Solv	3
AP English Lang and Comp	ENG-101	College Composition I	3
AP English Lit and Comp	ENG-102	College Composition II	3
AP European History	HIS-104	Modern European History	3
AP Environmental Science	BIO-130; BIO 131	Environmental Science & Lab	4
AP French Lang and Culture	FRE-101; FRE 102; FRE 201; FRE 202	Elementary French I & II; Intermediate French I & II	12
AP German Lang and Culture	GER-101; GER 102; GER 201; GER 202	Elementary German I & II; Intermediate German I & II	12
AP Human Geography	GEO-102	Principles of Geography	3
AP Italian Lang and Culture	ITA-101; ITA 102; ITA 201; ITA 202	Elementary Italian I & II; Intermediate Italian I & II	12
AP Macroeconomics	ECO-204	Principles of Macroeconomics	3
AP Microeconomics	ECO-203	Principles of Microeconomics	3
AP Music Theory	MUS-105	Music Fundamentals	3
AP Physics 1: Algebra Based	PHY-110 & PHY 111	Principles of Physics I & Lab	4
AP Physics 2: Algebra Based	PHY-112 & PHY 113	Principles of Physics II & Lab	4
AP Physics C: Electricity & Magnetism	PHY-212 & PHY 213	General Physics II & Lab	4
AP Physics C: Mechanics	PHY-210 & PHY 211	General Physics I & Lab	4
AP Psychology	PSY-101	Introduction to Psychology	3
AP Spanish Lang and Culture OR AP Spanish Literature and Culture	SPA-101; SPA 102; SPA 201; SPA 202	Elementary Spanish I & 2; Intermediate Spanish I & II	12
AP Statistics	MTH-107	Introduction to Statistics	3
AP Studio Art: 2-D Design	ART-110	Design I	3
AP Studio Art: Drawing	ART-121	Drawing II	3
AP US Government and Politics	POL-101	American National Gov and Politics	3
AP United States History	HIS-101; HIS 102	United States History I & II	6
AP World History	HIS-103	Ancient & Medieval Fdn of W. Civ	3

Appendix III: Approved Non-AP Courses for Pemberton High School only

Appendix IV: Approved RCBC Courses taught specifically at Pemberton High School only

See Attachments sent to superintendent

Appendix III: Approved Non-AP Courses For *PEMBERTON HIGH SCHOOL* only

Pemberton Class	RCBC Credit	Number of credits
Commercial Baking I	CUL 125	3 credits
TV Production I	ETV 101	4 credits
	ETV 105	3 credits
TV Production Workshop	ETV 102	4 credits
	ETV 205	3 credits
Commercial Baking I	FSM 125 (only with valid Serv Safe Certification)	3 credits
Calculus	MTH 142	3 credits
Pre Calculus	MTH 130	4 credits
Advanced Algebra	MTH 112	3 credits
Film Editing	ETV 105	3 credits
World Literature	LIT 207	3 credits
Genetics (Honors)	BIT 210	3 Credits
Biology (Honors)	BIO 103	3 credits
	BIO 104	1 credit
Spanish III		3 credits
	SPA 102	
Spanish IV		3 credits
	SPA 201	
German IV	GER 102	3 credits
French III	FRE 102	3 credits
French IV	FRE 201	3 credits
Chem. (Honors)	CHE 115	3 credits
Anatomy and Phys. I		4 credits
	BIO 110	
	BIO 111	
Anatomy and Phys. II		4 credits
	BIO 114	
	BIO 115	
Sociology		3 credits
	SOC 101	
Theatre Lit and Language		3 credits
	THR 101	
Medical Terminology I and II (must complete both to receive credit)	HIT 105	2 credits
Honors Psych		3 credits
	PSY 101	