



DEPARTMENT OF EDUCATION

Townsend Building
401 Federal Street Suite 2
Dover, Delaware 19901-3639
DOE WEBSITE: <http://www.doe.k12.de.us>

C18-225

Susan S. Bunting, Ed.D.
Secretary of Education
Voice: (302) 735-4000
FAX: (302) 739-4654

MEMORANDUM OF UNDERSTANDING

BETWEEN

Wilmington University

AND THE

DELAWARE DEPARTMENT OF EDUCATION

On Behalf of Local Education Agencies in the State Of Delaware*

October
Nov 2017 – June 2019
(Three-year Term)

The Delaware Department of Education (DDOE) and Wilmington University (WU) enter into this articulation agreement in order to facilitate the enrollment of students from the Delaware **Academy of Business Information Management, NAF**, Career and Technical Education (CTE) Program of Study into the Wilmington University.

Subject to terms of this agreement, a student who successfully completes the Delaware Academy of Business Information Management (AOBIM), NAF, CTE Program of Study, which includes the following coursework: Global Business Economics; Entrepreneurship; and Business Information Technology, will be granted advanced standing in the Business program at WU, specifically:

When a student completes the above coursework as part of an approved CTE program at the secondary level – then the student may enter WU in the identified programs with advanced standing in the following courses – and earn the following number of credits –

Program of Study	Other Required Courses for Advanced Standing	Wilmington University Course Code	Wilmington University Course Title	Number of Credits	Type of Advanced Standing
Academy of Business Information Management, NAF		BBM201	Principles of Management	3 Credits	Dual Enrollment
All courses in the pathway including: Global Business Economics Entrepreneurship Business Information Technology		BBM325	Introduction to Business Analytics	3 Credits	Dual Enrollment
		HRM311	Human Resource Management	3 Credits	Dual Enrollment

Academy of Business Information Management, NAF All courses in the pathway including: Global Business Economics Entrepreneurship Business Information Technology		ECO105	Economics	3 Credits	Articulated
		BBM490	Topics in Business Administration	3 Credits	Articulated
		MIS320	Management Information Systems	3 Credits	Articulated
Internship	TBD by Department Chair			3 Credits	Articulated

The terms of this agreement are as follows:

Delaware Local Education Agency will:

- Submit and have approved a Delaware Academy of Business Information Management CTE Program of Study proposal;
- Offer the Delaware Academy of Business Information Management CTE Program of Study as stated in the program proposal;
- Communicate details of the CTE program and this agreement to all stakeholders, which includes but is not limited to – members of the local advisory committee, principals, school counselors, teaching staff, parents, and students;
- Communicate advanced standing status to parents and students;
- Identify an Academy of Business Information Management contact person at the local education agency central office who will communicate with WU regarding this agreement;
- Provide WU with resumes/vitas for review of potential adjunct status by WU program chair. Potential adjunct's must have a minimum of a Master's degree;
- Pay WU a rate of \$2200.00 per section taught by an LEA staff member approved as an adjunct by WU. LEA will pay WU a rate of \$2700.00 per section taught by a WU appointed adjunct. This rate is guaranteed for 3 years starting with the academic year 2017-18;
- Pay a registration fee of \$25 per student per course. Payment may be paid by the enrolling student. WU will waive the \$35 per student application fee; and
- Pay for textbook procurement. If the LEA chooses to charge students textbook fees, that charge may not exceed the cost of the goods and services.

Students will:

- Complete the entire Delaware Academy of Business Information Management CTE Program of Study by successfully completing all required courses;
- Take and pass the identified NAF End of Course Assessments as evidenced by passing scores on the culminating project and end-of-course exams;
- Earn a grade of 80% or higher in the Delaware Academy of Business Information Management CTE Program of Study courses and maintain an overall grade point average of 2.5;
- Receive all of the rights and privileges designated to WU students, including but not limited to tutoring, library services, and Blackboard student portal while enrolled in dual enrollment courses;
- Receive a high school diploma;
- Meet all academic prerequisites as defined above and within the Program of Study;

- Meet the admission dates and procedures that apply to all new students at WU;
- Apply within five years of high school graduation to be accepted; and
- Provide a copy of their official transcript and/or attainment of industry recognized credential upon request.

Wilmington University will:

- Award the appropriate number of academic and/or technical credits upon completion of the student's requirement – as specified in this agreement and upon appropriate review of the student's high school transcript and standing at the college;
- Ensure credits are recorded on the student's transcript;
- Communicate details of this agreement to all stakeholders, which includes but is not limited to – academic leadership, department chair(s), faculty and adjunct faculty, customer service staff, program managers, career development office, and admissions;
- Provide the Delaware Department of Education with the number of students matriculating from the Delaware CTE Program of Study into the Business program with advanced standing and the number of credits articulated;
- Provide approved adjunct instructors with all the rights and privileges designated to WU adjunct instructors, including but not limited to faculty development, tuition benefits, and possible future traditional college teaching opportunities. WU will not pay approved adjunct instructors for teaching dual enrollment courses; and
- Consider an internship completed at the high school level which would fall under business courses or business electives. A 15-week format is suggested. Review by the chair prior to acceptance will be required.
- Provide the opportunity for LEAs to choose two (2) dual enrollment General Education courses for six (6) credits from the list below:
 - PSY101 Intro to Psychology – 3 credits OR SOC101 Intro to Sociology – 3 credits (Social Science requirement)
 - HIS204 World History – 3 credits OR HIS300 World & Regional Geography – 3 credits OR HIS316 American History – 3 credits. (Humanities requirement)
 - Additional HIS courses may be considered upon approval by the student's academic advisor

Delaware Department of Education will:

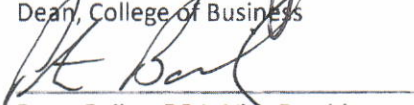
- Communicate details of this agreement to all stakeholders, which includes but is not limited to – local education agency staff, business and industry partners, state agencies, and community members;
- Provide WU with a list of approved Delaware Academy of Business Information Management, NAF CTE Program of Study and local education agency contact information;
- Update and maintain the Delaware Academy of Business Information Management, NAF CTE Program of Study in partnership with the institution of higher education and business & industry partners;
- Update and maintain the Delaware Academy of Business Information Management, NAF CTE Program of Study articulation agreement in partnership with the institution of higher education; and
- Share with WU a list of students who have completed pathway and technical skill attainment.

Wilmington University will work with staff from the Delaware Department of Education to support Career and Technical Education programs and provide local education agencies with technical assistance and information to help students matriculate to WU. The Admissions Office of WU will work with students to assist in the registration process.


For Wilmington University:



Robert W. Rescigno, Ed.D.
Dean, College of Business

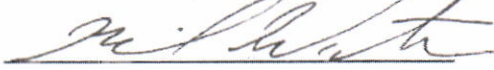


Peter Bailey, DBA, Vice President
External and International Affairs

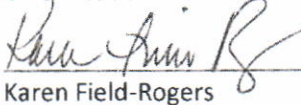


Dr. LaVerne Harmon
President

For Delaware Department of Education:



Michael Watson
Chief Academic Officer



Karen Field-Rogers
Deputy Secretary of Education

MCB
