

# OZARKS TECHNICAL COMMUNITY COLLEGE

## Dual Credit High School Payment Agreement

**OZARKS TECHNICAL COMMUNITY COLLEGE  
DUAL CREDIT AGREEMENT  
WITH**

\_\_\_\_\_  
(Name of Participating High School)

### STATEMENT OF INTENT

The OTC Finance Office will work with the District designee to obtain an authorized list of participating students. This listing will include each student name and the college courses approved for payment by the District. The College will bill the District for all tuition and fees associated with the approved course enrollments (regardless of the student's residency status). Any and all fees not covered by the District will be considered the student's responsibility. OTC must receive payment in full by the appropriate, published payment deadline date. The OTC Finance Office will work directly with the District designated contact to determine invoicing and payment. Direct ACH payment will be required. Students with outstanding account balance amounts remaining unpaid following the appropriate payment deadline(s) will result in cancellation of the student's class schedule. In the event of student withdrawal or non-attendance before classes begin, full refunds will be made to the District of paid amounts only. In the event of student withdrawal or non-attendance after classes have started for the semester, no refunds will be made.

### PARTICIPATING INSTITUTIONS

We, the undersigned representatives of the listed institutions, agree to the terms of this Dual Credit Agreement for a period of one academic year after the date of signing. This agreement will be automatically renewed thereafter for the following year unless one participating institution notifies the other participating institution in writing, by May 1<sup>st</sup>, of the academic year preceding any change, of its intention to terminate the agreement.

### OZARKS TECHNICAL COMMUNITY COLLEGE

\_\_\_\_\_  
(OTC Chancellor)

\_\_\_\_\_  
(Date)

### AUTHORIZED AGENT

\_\_\_\_\_  
(Principal)

\_\_\_\_\_  
(Date)

<http://academics.otc.edu/dualcredit/>

Revised June 2016