

September 24, 2001

FINANCIAL AID CONSORTIUM AGREEMENT BETWEEN
TEXAS STATE TECHNICAL COLLEGE HARLINGEN
AND LAREDO COMMUNITY COLLEGE

1. Degree Information

- 1.1. Texas State Technical College, Harlingen (TSTC) and Laredo Community College (LCC) agree to offer a coordinated program of instruction leading to an Associates in Applied Science Degree in Computer Drafting and Design Technology (CDDT) from TSTC.
- 1.2. TSTC will be designated as the degree awarding "home" institution and will be responsible for administering all phases of the consortium agreement.
- 1.3. TSTC agrees to give credit for all specified courses taught by LCC that are required for the Associates of Applied Science Degree as if they were taken at TSTC. Transcripts will be reviewed in accordance with established policy to determine acceptance of grades.
- 1.4. LCC agrees to teach the following courses for credit toward the AAS degree at TSTC on an as needed basis:
 - ◆ ENGL-1301 Composition I
 - ◆ ITSC 1309 Integrated Software Applications (Computer Literacy)
 - ◆ MATH 1314 College Algebra
 - ◆ MATH 1316 Plane Trigonometry
 - ◆ PSYCH 3201 General Psychology
 - ◆ SPCH 1318 Interpersonal Comm (or SPCH 1311 or SPCH 2333)
 - ◆ DFTG 2344 Strength of Materials (or ENGR 2322)
 - ◆ CREX 1309 Career Exploration/Planning (Job Search, World of Work, etc.)
- 1.5. TSTC-Harlingen agrees to teach the following courses for credit toward the AAS degree at TSTC on an as needed basis:
 - ◆ DFTG-1305 Technical Drafting
 - ◆ DFTG-1309 Basic Computer-Aided Drafting
 - ◆ DFTG-1358 Electrical/Electronics Drafting
 - ◆ DFTG-1333 Mechanical Drafting
 - ◆ DFTG-1317 Architectural Drafting-Residential
 - ◆ DFTG-1372 Computer Sided Drafting II
 - ◆ DFTG-2340 Solid Modeling/Design
 - ◆ DFTG-1354 Architectural Drafting-Commercial
 - ◆ DFTG-2304 Printed Circuit Board Design
 - ◆ DFTG-1373 Civil Engineering Drafting
 - ◆ DFTG-2348 Plane Serving
 - ◆ DFTG-2350 Geometric Dimensioning/Tolerancing
 - ◆ DFTG-1348 Topographical Drafting

- ◆ DFTG-2312 Technical Illustration
- ◆ DFTG-2306 Machine Design
- ◆ DFTG-2332 Advanced Computer-Aided Drafting

2. Admissions

- 2.1. Students must meet all TSTC and LCC admissions requirements.
- 2.2. The LCC Admissions Office will perform the following functions:
 - 2.2.1. Process the student's application for admissions to LCC
 - 2.2.2. Forward a copy of the student's documentation to the TSTC Administrative Assistant as follows:
 - ◆ A copy of the oath of residency statement (13' time admitted)
 - ◆ A copy of the student's college transcripts, high school transcript, or GED as applicable (1' time admitted)
 - 2.2.3. All copies must be stamped "made from originals" and signed and dated by LCC personnel. On the oath of residency, LCC will guarantee the status indicated and TSTC will use this status for its records.
- 2.3. The LCC counseling Office will perform the following functions:
 - 2.3.1. Conduct local/TASP testing and general advisement as appropriate.
 - 2.3.2. Refer students to the TSTC faculty member for program-specific advisement.
 - 2.3.3. Forward a copy of the student's test results and general advisement results to the TSTC faculty member (could be carried by student).
- 2.4. LCC will assume responsibility for the student's test remediation, if acceptable score is not made on the local assessment and/or the TASP.
- 2.5. TSTC-Harlingen assumes responsibility for determining whether or not an applicant meets TSTC admissions requirements. LCC assumes responsibility for determining whether or not an applicant meets LCC admissions requirements. If a student does not meet LCC admission requirements, the student may not enroll at TSTC.

3. Registration Procedures

- 3.1. Students will register at LCC during the assigned registration periods for the LCC and TSTC courses.
- 3.2. The Registrar's Office and Bursar's Office at LCC will send registration data to the TSTC Administrative Assistant Located on the LCC campus, so that all course information may be entered into the TSTC computer system.

- TSTC.
- 3.3. The TSTC Student Records Office will maintain the student's academic transcript at
 - 3.4. Students may drop courses at LCC; however, the rules and regulations of LCC will control these drops. In the event that a student drops a course, the TSTC Administrative Assistant at LCC shall notify the TSTC Director of Admissions & Records in Harlingen who shall notify the appropriate offices if such a drop result in the loss of the student's full-time status.
4. Academic Records/Residence Credits
 - 4.1. The LCC Registrar is responsible for providing student transcripts to the TSTC Administrative Assistant at the end of the semester.
 - 4.2. At the end of the semester, TSTC Director of Admissions & Records, based on the student's LCC transcript received from the TSTC Administrative Assistant, provides credit to the student for applicable LCC courses completed "as of they were taken at TSTC."
 - 4.3. TSTC-Harlingen is responsible for maintaining records concerning veteran's status of all students and for filing any necessary reports with the Veteran's Administration.
5. Fees
 - 5.1. Each student shall pay tuition and fee charges based on LCC tuition and fee schedule.
 - 5.2. LCC is solely responsible for the collection of tuition and fees.
 - 5.3. The TSTC Business Office will notify the LCC Bursar's Office of any student's sponsorship prior to registration day.
 - 5.4. The TSTC Business Office will bill the appropriate agency (TRC, TEC, BIA, TWC, etc.) For any sponsored students.
6. Financial Aid
 - 6.1. Determining which College will award Financial Aid
 - 6.1.1. TSTC Harlingen will determine the aid eligibility for those students pursuing a certificate or degree at TSTC.
 - 6.1.2. LCC will determine the aid eligibility for those students who are pursuing a certificate or degree at LCC, and are taking CDDT courses from TSTC as electives or to enhance their employability. These students will-not-be listed as CDDT majors at TSTC.
 - 6.1.2.1. LCC will include TSTC courses in determining enrollment status for aid purposes, if those courses are applicable to a student's LCC certificate or

degree. LCC will also include the grades for these classes when determining satisfactory academic progress.

6.1.2.2. LCC will award aid to these students in accordance with their normal procedures.

6.2. Determining Aid Eligibility for TSTC Students

6.2.1. Financial aid applications and all other required documents will be collected by TSTC Administrative Assistance and forwarded to TSTC Financial Aid Office.

6.2.2. Eligibility for financial aid will be determined by TSTC in accordance with their normal procedures.

6.3. Award Calculation

The TSTC Financial Aid Office will calculate the amount of the student's financial aid awarding, using the federally recognized standard. The standard is based on the student's need. "Need is the difference between the cost of education (educational expenses such as tuition, fees, room, board, books, supplies, and other expenses) and the amount the student can afford to pay, as determined by a standard formula." Awards will be based upon the total number of eligible hours of enrollment for both TSTC and LCC.

6.4. Standards of Satisfactory Academic Progress

Students will be required to maintain satisfactory academic progress in accordance with TSTC's Satisfactory Academic Progress Standards, a copy of which is attached.

6.5. Deadlines

Preference in processing is given to students whose files are completed (with Student Aid Reports and proper documentation for verification) by the following dates:

- ◆ Fall Semester-June 1 (September through December session)
- ◆ Spring Semester-October 1 (January through May session)
- ◆ Summer semester-March 1 (June through August session)

6.6. Types of Aid Available

Students will be eligible for all Federal and State financial aid programs that are available to students attending classes on the Harlingen campus. In accordance with TSTC's default management plan, all first-time loan recipients at TSTC must attend a pre-loan session and will not receive their first loan funds until 31-days into their loan period. The TSTC Administrative Assistant will conduct loan counseling sessions as needed.

6.7. Disbursement of Aid

6.7.1. TSTC will send the student an award letter when the aid is processed.

6.7.2. After LCC registration, the LCC Registrar's Office will provide TSTC-Harlingen with a list of all students enrolled in both LCC and TSTC courses.

- 6.7.3. The TSTC Financial Aid Office will determine whether any student enrolled is a financial aid recipient and will send a list of the financial aid recipients to the LCC Bursar's Office.
- 6.7.4. Financial aid funds will be credited to the student's TSTC account.
- 6.7.5. The TSTC Business Office will issue a check made payable to the student for their financial aid award. The check will be sent to the TSTC Administrative Assistant who will verify enrollment and forward the checks to the LCC Bursar's Office.
- 6.7.6. The LCC Bursar's Office will collect all fees owed and will issue the balance to the student.
- 6.7.7. The LCC Bursar's Office will provide TSTC documentation of the student's sued receipt for funds disbursed.
- 6.7.8. The LCC Bursar's Office will notify the TSTC Administrative Assistant of any checks that are not released to students within fourteen (14) days so that appropriate actions may take place.
- 6.8. Refunds
Refunds are subject to refund and repayment policies established by LCC. The LCC Registrar's Office will notify the TSTC Business Office of all financial aid recipients who withdraw from classes. The TSTC Business Office will process Title IV refunds per current regulations.
- 6.9. Records
Responsibility for upkeep and housing of all financial aid records rests with the TSTC Financial Aid Office. LCC will have access to these records as needed.
- 6.10. Other Financial Aid
TSTC will handle all other financial aid TSTC students receive.

Attachment: TSTC Satisfactory Academic Progress Standards

Witness our hands this the 9 day of October, 2001 at Harlingen, Cameron County, Texas.

ATTEST:

TEXAS STATE TECHNICAL COLLEGE HARLINGEN

By: J. Gilbert Leal
J. Gilbert Leal, Ph. D.
President

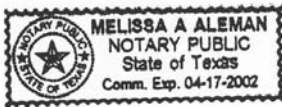
LAREDO COMMUNITY COLLEGE

By: Ramon H. Dovalina
Dr. Ramon H. Dovalina
President

STATE OF TEXAS

COUNTY OF CAMERON

This instrument was acknowledge before me on the 9 day of October, 2001, by J. Gilbert Leal, Ph. D, President, Texas State Technical College, on behalf of said college.

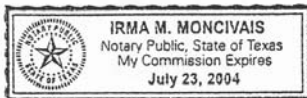


Melissa A Aleman
Notary Public, State of Texas State
My Commission Expires: 04-17-2002

STATE OF TEXAS

COUNTY OF WEBB

This instrument was acknowledged before me on the 19th day of March, 2001, by Dr. Ramon H. Dovalina, President of Laredo Community College, on behalf of said college.



Irma M. Moncivais
Notary Public, State of Texas
My Commission Expires: 7-23-04