

Dual Credit Handbook

Adopted by the Board of Regents: 6/28/2024

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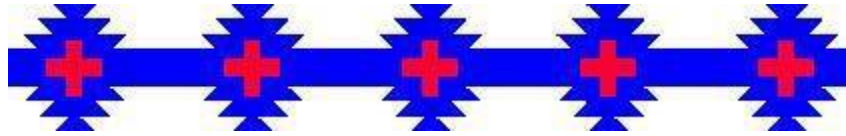


Chinle, AZ

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Kiriland, NM

Zuni, NM



NAVAJO TECHNICAL UNIVERSITY

Mission Statement

Navajo Technical University honors Diné culture and language, while educating for the future.

Vision Statement

Navajo Technical University provides an excellent educational experience in a supportive, culturally diverse environment, enabling all community members to grow intellectually, culturally and economically.

Philosophy Statement

Through the teachings of *Nitsáhákees* (thinking), *Nahátá* (planning), *Iiná* (implementing), and *Sihasin* (reflection), students acquire quality education in diverse fields, while preserving cultural values and gaining economic opportunities.



Bitsé Siléí (Core Values)

The NTU core values are in addition to its mission, vision, and philosophy statements, and help guide the university's day-to-day operations. They apply to students, faculty, staff, and the board of regents, and help us achieve our intended goals.

1. **Íhoo'aah: Learning** - We are passionate about knowledge and continue to learn throughout our lives. We pursue new experiences and ways of thinking. We appreciate that much of our learning will occur by interacting with others, inside and outside of the classroom.
2. **Éédééhtį: Innovation** - We encourage and support our faculty, staff, and students in all forms of scholarship, including the discovery of knowledge in teaching and learning, and in developing innovative products and processes.
3. **Alk'izhdiitį: Communication** - We strive to practice honest and open exchanges of ideas in an environment where encouragement serves as the basis for our communication.
4. **Ahilna'anish: Collaboration** - We work together towards the common goals of the university and our larger communities, while valuing teamwork, participation, and a wealth of ideas.
5. **'Adiljidlį: Integrity** - We seek to reflect integrity by upholding the highest ethical standards in personal and professional behavior, and in our commitment to transparency and accountability.
6. **Alhidilzin: Respect** - We strive to be a community that appreciates the gifts and unique contributions of each person. We honor the Navajo way of life while also welcoming diverse perspectives.
7. **Na'alkaah: Research** - We create new knowledge that benefits the Navajo people and all human beings through ethical research practices.

Academic Excellence Committee: 2/26/2021

Introduction

Navajo Technical University (NTU) is a non-profit institution of higher education chartered by the Navajo Nation. NTU has determined that it is desirable to offer university level courses that may be counted toward both High School and university graduation requirements while offered at the High School level.

New Mexico and Arizona State legislation provides statutory framework for the Dual Credit program. NTU has ongoing agreements with school districts in New Mexico; intergovernmental agreements with school districts in Arizona; and individual agreements with B.I.E., private, homeschool, and other state schools.

Purpose

The purpose of the Dual Credit Program is to offer structured opportunities for qualified high school students to obtain credit for college coursework while simultaneously completing high school electives and graduation requirements. The Program is also a starting point to pathways that lead to credentials and/or degrees that provide entry-level job skills, thereby offering high school students an accelerated path to success in college or a career. Tuition and fees are waived for all students who meet eligibility requirements.

Through agreements between NTU and the school districts, schools facilitate a jump start on college and career preparation for eligible high school students. Dual Credit courses are not remedial/developmental or physical education courses. NTU will maintain compliance with Federal Statutes, State Department of Education, Navajo Nation, and the Higher Learning Commission policies. The NTU Dual Credit Handbook is to inform students, parents, and school personnel of their responsibilities and roles as participants in the program. The Handbook also provides eligibility requirements and other enrollment procedures.

Benefits of a Dual Credit Program

The Dual Credit (DC) program is designed to provide educational opportunities for high school students, and increase the overall quality of instruction and learning at secondary schools. Research indicates that dual credit programs can lead to better completion rates for both high school and college, reduce the need for remediation, shorten time to a diploma or degree completion, reduce the cost of higher education, reinforce the concept of life-long learning through an educational continuum, provide an alternative for students tempted to leave high school to enter the workforce, and provide equal access to higher education opportunities to students whether rural or urban.

- DC programs allow students to earn credit at the secondary and postsecondary levels simultaneously, while receiving an early college or university experience.
- The programs may also encourage more students from underrepresented groups to consider higher education after graduating from high school.
- Students who take Dual Credit courses perform well in their high school courses, graduate

from high school at a higher rate than their peers, require less first-semester remediation in college, and are more likely to obtain a college degree within four years.

- Dual Credit programs also provide an alternative for students tempted to leave high school to enter the workforce.
- Dual Credit programs provide equal access to higher education opportunities to students, whether rural or urban.
- Dual Credit enrollment enables high school students to take college courses, either at their high school or concurrently at the college/university. These courses can also count toward a high school diploma, allowing students to get a head start on their higher education goals.

FERPA (Family Education Rights and Privacy Act)

The Family Education Rights and Privacy Act (FERPA) is a Federal Law which protects the privacy of student educational records. FERPA gives parents certain rights with respect to their children's records. These rights transfer to the student when he/she reaches the age of 18 or attends a school beyond the high school level. For more information on FERPA please refer to 20 U.S.C. Section 1232g; 34 CFR Part 99.

NTU Dual Credit Program

All high school students are eligible to participate in dual credit courses that follow a pathway leading to a credential or degree. To establish eligibility for enrollment, a high school student must meet the criteria according to the school's state dual credit requirements. High school counselors should consider students' academic proficiency scores in making recommendations.

Eligible Courses

Courses eligible for dual credit shall meet the rigor for postsecondary institution credit and be congruent with the postsecondary institution's normal offerings. Classes offered in LEA settings shall conform to the postsecondary institution's academic standards. Faculty for all dual credit courses shall be approved by the postsecondary institution.

Dual credit courses must meet the State Education Department's standards and benchmarks. Dual credit courses that are part of the general education common core for postsecondary institutions are eligible for transfer among New Mexico and Arizona postsecondary institutions.

College courses that are academic or career technical that simultaneously earn credit toward high school graduation and a postsecondary degree or certificate shall be eligible for dual credit. Remedial, developmental and physical education activity courses are not eligible for dual credit. Course requirements for high school students enrolled in dual credit courses shall be equal to those of regular college students.

Private school students are eligible to participate in the dual credit program. These students are subject to the same qualification and provisional policies as are public school students. Home school students are eligible to participate in the dual credit program until their 18th birthday. These students

are subject to the same qualification and provisional policies as are public school students and are limited to a maximum of two dual credit courses per semester, until their last year of high school, at which time, they may take a maximum of four courses.

Operating Procedures

1. Student Application Procedures

- a. Students interested in dual credit coursework must meet with their counselor to complete or update their pathway or career plan prior to selecting a dual credit course.
- b. High school staff will document students' state school ID, eligibility information (high school GPA and PSAT or other assessment scores), and chosen pathway/career plan on the dual credit application form.
- c. Home school or private high school students must also obtain their state ID, submit a transcript, and complete a Dual Credit Form. (state IDs may be obtained from HED Administrative Services.)
- d. The completed forms with required documents must be submitted to NTU in order to participate in dual credit coursework.
- e. Students' high school code must be recorded on the Form.
- f. NTU will keep the forms on file.
- g. Students enrolled in dual credit classes shall adhere to the dates specified on the NTU campus calendar for registration, drop, and withdrawal.

2. Tuition, fees, and textbooks

- a. NTU shall waive tuition and fees for all dual credit courses.
- b. New Mexico - Textbook and other required materials costs are handled at the local level. Students' high school must provide required textbooks within one week of the beginning of the semester. Other fees are the student's responsibility.
Arizona – Textbooks and other required material costs are provided by NTU per Arizona legislation (15-244.01. Tribal college dual enrollment program fund: intergovernmental agreements).
- c. Public school districts and charter schools may apply for an award that provides funds to offset the costs of dual credit instructional materials.
- d. Private and home school students are responsible for purchasing textbooks and materials, with the exception of students who reside in Arizona.
- e. General fees (e.g., technology and insurance fees) are waived for dual credit students.

3. English/Math Placement

- a. English and Math Placement procedures shall be applied consistently for dual credit students.

4. Pathways and Eligible Coursework at NTU

- a. NTU shall maintain up-to-date plans for each credential or degree pathway offered to dual credit students. The term-by-term plan shall be given to each student upon enrollment in a pathway.
- b. Any course that is part of a pathway may be taken as dual credit, except remedial and physical

education courses. Additionally, these courses must

- be taken for a letter grade and not be taken for audit or for Pass/Fail credit.
- students may not take CLEP tests or competency-based education as part of the dual credit program.

5. Dual Credit Course Requirements

- a. New Mexico common courses that are offered as dual credit shall address the common student learning outcomes for that course.
- b. Dual credit courses offered in high schools must duplicate the course offering, including course content and course requirements, as delivered on the university campus;
 - employ identical or comparable assignments and grading criteria as courses delivered on-campus;
 - have the same level of academic rigor and comparable standards of evaluation as courses delivered on-campus; and
 - must be approved by the on-campus NTU faculty in the appropriate academic discipline to include the syllabus, textbook(s), teaching methodology, and student assessment strategies.
- c. NTU shall communicate with the partner high schools for dual credit courses regarding scheduling of courses;
 - compliance with statewide dual credit policy;
 - identification and resolution of problems that occur; and
 - evaluation of each dual credit course.
- d. The following information shall be provided to students:
 - Course catalog
 - Code of conduct and plagiarism policies
 - Enrollment and admissions process including placement policies
 - Fail and repeatability policies, including provisional policies
 - Transcript and records information
 - Information about where credits will be accepted

6. Assessment of Student Performance

- a. The responsibility for the development of assessment and evaluation measures to assure quality and comparability of dual credit courses offered on and off NTU campus resides with the on-campus faculty in the appropriate academic discipline.
 - Comparability between dual credit courses taught in the high school and the corresponding courses taught on-campus at NTU shall be demonstrated by using the same methods of student assessment or identical student testing procedures for evaluation. If different assessments are used, NTU must demonstrate comparability between on-campus and off-campus courses to ensure a common standard of grading for all dual credit courses.
 - Assessment results of courses taught on and off NTU campus shall be compared to determine relative consistency of course rigor.

7. Faculty/Instructor Qualifications

- a. High school instructors of dual credit courses are classified as adjunct instructors of NTU providing dual credit. As for any NTU courses, high school instructors of dual credit courses shall meet the faculty qualification requirements outlined by the Higher Learning Commission (HLC).
- b. Instructors shall possess a master's degree in the discipline or subfield in which they teach.
 - Teaching assistants enrolled in a graduate program and supervised by faculty are excluded from this requirement.
- c. Instructors with a master's degree in a discipline or subfield, other than that in which they are teaching, must have completed a minimum of 18 graduate credit hours in the discipline or subfield in which they are teaching.
- d. Faculty members may be employed based on equivalent experience.
 - In order to qualify as faculty based on equivalent experience, NTU must define a minimum threshold of experience and an evaluation process that is used in the appointment process.
- e. NTU may employ a career and technical programs instructor who has superior knowledge and tested experience in the discipline in which he or she is teaching. The knowledge and experience of the instructor must be measurable through documented
 - experience working in the field, via industry certification, and years of experience in the field; (and/or)
 - recognition of excellence in teaching in the discipline, expertise validated through publications or wide critical and public acclaim, or through a nationally recognized rating of proficiency.

8. Faculty/Instructor Support

- a. New instructors must participate in orientation activities provided by NTU and/or academic department offering the dual credit course.
- b. In order to assure the comparability of a dual credit course offered at a high school by a high school instructor with the corresponding NTU on-campus course, academic departments at NTU shall provide instructors of dual credit courses with
 - opportunities to discuss concerns and share information with other faculty and the NTU administration and staff;
 - access to appropriate professional development opportunities; and
 - mentoring offered either exclusively to dual credit instructors or to both campus-based faculty and dual credit instructors.
- c. Instructors teaching of NTU campuses shall be evaluated regularly in accordance with established institutional policies and procedures.
 - Regular on-site course evaluations at the high school shall be conducted once a year for the first two years for new instructors.
 - All instructor evaluations shall be conducted at a minimum of once every two years.
 - Annual reports of student performance and feedback shall also be utilized and analyzed in evaluating dual credit instructor performance.

9. Transfer and Articulation

- a. Common core standards will be matched to the most appropriate postsecondary courses for English language arts (ELA) and mathematics.
- b. Courses taken as part of an approved statewide degree pathway will transfer as fulfilling the core requirements for that pathway.
- c. New Mexico commonly numbered courses that are taken as dual credit courses will transfer as the commonly numbered course between all public New Mexico HEIs, pursuant to the Post-Secondary Articulation Act.
- d. Educational core courses that meet graduation requirements for English IV or specific mathematics courses will be established by the PED and HED.

Responsibilities and Duties

The following provisions outline the specific responsibilities and duties for the student and parents, NTU, and the secondary school/LEA. This section is divided into sections per party and further divided to include the following areas: 1) admission and enrollment of students, 2) responsibility for funding Dual Credit, and 3) the reporting of student records. The division of responsibility and duty is meant to ensure adequate participation by each party.

Responsibilities and Duties of Student and Parents

1. Admission and Enrollment of Students

For a student to be accepted and enrolled into a Dual Credit program, the Student shall:

- a. Discuss potential Dual Credit courses with their appropriate High School (LEA) counselor or school administrator.
- b. Obtain requirements for each course, including course prerequisites, course content, grading policy, attendance requirements, course completion requirements, performance standards, and other related course information;
- c. Meet the prerequisites and requirements of the course(s) to be taken;
- d. Complete the NTU Dual Credit application
- e. New Mexico high school students - NM Public Education Dual Credit Request Form
- f. Native American students - tribal enrollment form or Certificate of Indian Blood;
- g. High school transcripts;
- h. Obtain approval for enrolling in the Dual Credit/Enrollment program each semester by acquiring all necessary signatures on all forms and documents requiring signatures;
- i. Register for courses during the standard registration periods;
- j. Discuss any request for a change in registration (add, drop, withdrawal) and complete all necessary forms and procedures with appropriate LEA and NTU staff; and
- k. Comply with the NTU and High School (LEA) student code of conduct and other institutional policies;
- l. Keep the Dual Credit office informed of any changes made, including name, mailing and home address. To make the address/name change, forms are available at the Dual Credit, or Registrar and Admissions office. Name changes will require a copy of official document indicating the name change.

- m. Rights and Privileges of student students participating in Dual Credit program include:
 - The rights and privileges equal to those extended to the High School (LEA) and NTU students, unless otherwise excluded by any section of an approved Agreement/MOA;
 - The use of the NTU library, course-related labs and other instructional facilities, use of university programs and services such as counseling, tutoring, advising, and special services for the students with disabilities, and access to personnel and resources as required; and
 - The right to appeal, in writing to the High School (LEA) or NTU, as applicable, any decision pertaining to enrollment in the Dual Credit program.
2. **Financial Responsibility for Funding Dual Credit/Enrollment.**
The student shall:
 - a. Return the textbooks and unused course supplies to the High School (LEA) when the student completes the course or withdraws from the course (subject to provisions in Subsection B of Section 22-15-10 NMSA 1978 regarding lost or damaged instructional material); and
 - b. Arrange transportation to the site of the Dual Credit course. Depending upon the time and course location, the student may have access to transportation through the LEA if the Dual Credit/Enrollment course is offered during the school day.
3. **Confidentiality of Student Records**
 - a. Student educational records created as a result of the Dual Credit Agreement shall be retained and disseminated in accordance with Family Educational Rights and Privacy Act (FERPA) requirements.
 - b. Participation in Dual Credit courses requires STUDENT and, if applicable, parent/guardian signatures on the Dual Credit Application for Enrollment and Dual Credit Request (New Mexico) Forms for compliance with FERPA regulations.
4. **Secondary School and Postsecondary Institution Calendars**
 - a. Students earning Dual Credit shall abide by the regular operating calendars, schedules and associated requirements of the LEA and NTU. Instances in which the calendars are incongruent, the Dual Credit STUDENT is required to independently satisfy both calendar requirements.

Responsibilities and Duties of NTU

1. **Compliance**
 - a. NTU will comply with all applicable procedures and requirements for the Dual Credit courses set out in the appropriate State Education statutes and NTU policy.
 - b. NTU will provide the School District with policies and procedures applicable to students enrolling in Dual Credit Courses.
 - c. NTU will provide School District access to the educational records of students as necessary to carry out the terms of the Dual Credit Agreement, and limit access to such records to employees who have a legitimate interest and a need to know the substance

of the particular record, understanding that students enrolled in the Dual Credit Courses will be enrolled in both the School District and NTU.

2. Admission and Enrollment of Students.

- a. The Dual Credit Coordinator and Admission Office will review dual credit applications and determine eligibility.
- b. Completed applicants will be processed by the Admission and Registrar's office. NTU retains the right to refuse admission to and remove a student from Dual Credit Courses in accordance with NTU policy;
- c. Collaborate with the LEA, in providing advisement to review the appropriateness of each student's enrollment in a course prior to registration in terms of academic readiness, age requirements, and programmatic issues;
- d. Provide information and orientation, in collaboration with the LEA, to the student and parent, or guardian regarding the responsibilities of Dual Credit Program, including academic rigor, time commitments, and behavioral expectations associated with taking postsecondary institution courses and the importance of satisfactorily completing the credits attempted in order for Dual Credit to be awarded;
- e. Inform students of course requirement information which includes course content, grading policy, attendance requirements, course completion requirements, performance standards, and other related course information; and
- f. Advise students and parents of federal Family Educational Rights and Privacy Act (FERPA).
- g. The dual credit course schedules will be provided to the LEA.
- h. Class lists will be provided to the LEA for courses that are offered at the high school(s).

3. Responsibility for Funding Dual Credit/Enrollment.

- a. Waive tuition and all general fees for high school students enrolled in Dual Credit courses;
- b. Make every effort to adopt textbooks for at least three years.

4. Reporting of Student Records.

- a. Provide the LEA within the first thirty days of the academic term, access to each student's official schedule of classes as verification of registration. The LEA shall notify NTU if the report is in conflict with the school endorsed registration;
- b. Retain the official transcript or grade report of the Dual Credit student that records the term of enrollment, courses/credits attempted, courses/credits completed, grades and grade point average earned;
- c. Release, at the request of the student, official postsecondary institution transcripts in accordance with NTU's transcript requests practices;
- d. Provide final grades to the LEA for each Dual Credit student;
- e. Deliver final grades for all Dual Credit/ students to the LEA with sufficient time to be included with final grades; this schedule shall be defined by the parties in the agreement and shall address the time frame appropriate for determining student graduation from high school; and
- f. Comply with data collection and reporting provisions.

Responsibilities and Duties of the Local Educational Authority (LEA)

Admission and Enrollment of Students

1. Designate a representative to collaborate with NTU to reach agreement on admission and registration of eligible Dual Credit students for the stated semester;
2. Determine, in collaboration with NTU, the required academic standing for students eligible to participate in the Dual Credit program;
3. Collaborate with NTU to complete admission and registration of eligible Dual Credit students for the stated semester;
4. LEA will ensure that each student who enrolls for a Dual Credit Course pursuant to the Dual Credit Agreement, is a full-time student and is currently enrolled in and attending a full-time instructional program, as defined in the School District, except that high school seniors who satisfy high school graduation requirements with less than a full-time instructional program shall be exempt from this provision;
5. LEA will adopt and utilize NTU-approved textbooks, syllabi, course outlines, and grading standards applicable to the NTU courses being taught;
6. LEA shall provide textbooks for the students. Each student shall be responsible to purchase other supplies, if any, required for the Dual Credit Course;
7. If LEA is to provide the instructor, the School District will identify an instructor qualified in the appropriate subject area for the Dual Credit/ Course and submit each instructor's NTU application, college/university transcripts, and course approval form to NTU for approval by the Dean of Undergraduate Studies;
8. In accordance with Arizona, New Mexico, and Utah State Dual Credit policies, dual credit adjunct faculty are financially supported under their existing district or high school yearly contracts. NTU will not compensate dual credit instructors at high schools, unless explicitly agreed to in writing between both institutions and the classes do not fall within high school contract hours;
9. School District will ensure that instructors teaching Dual Credit Courses provide instruction in accordance with policies, regulations, and instructional standards of NTU and comply with NTU assessments; and
10. School District will provide counseling and advisement for School District students while they are enrolled in the Dual Credit program.
11. Teachers who are also the adjunct faculty for the dual credit courses must submit midterm and final grades according to the NTU calendar.

Dual Credit Adjunct Faculty

In general, Dual Credit courses will be taught by high school faculty already on contract with the School District, who are approved by the NTU Dean of Undergraduate Studies based on the teacher's eligibility requirements. High School faculty selected by their school administrator to teach Dual Credit courses:

1. Will complete and submit the NTU Application for Employment, and provide documents specified in the application package and process as specified, e.g. Current Personal Resume, Copies of College/University Transcripts, and Letter of Interest.

2. High School faculty must also attach the NTU Dual Credit Adjunct Faculty Approval form with their Principal's signature/approval to teach course(s) as identified.
3. Upon receipt, the applicant's application packet will be sent through the NTU review and evaluation process to ensure the applicant meets NTU's qualifications for teaching the college-level course(s).
4. High school faculty approved to teach Dual Credit course(s) will be known as Dual Credit Adjunct Faculty of NTU
5. All Dual Credit classes will be delivered using the required NTU Syllabus, Textbook, and classroom materials.
6. Dual Credit Adjunct Faculty will be supervised by university faculty under their department.
7. Dual Credit Adjunct Faculty will abide by the NTU enrollment and academic policies.

Enrollment Information

Add/Drop Procedures

Students wishing to drop individual classes or withdraw from NTU completely must do so by the official drop/add deadline. Students are responsible for initiating a course drop, or they may be dropped by their instructor for non-attendance. Students who officially drop classes after the drop/add date are responsible for payment of tuition and any other fees.

Students wishing to add individual courses must do so by the official deadline. Any requests after the deadline will not be granted. All drop/add changes must be completed through the Registrar's Office.

Course Withdrawal Procedures

In the event a student cannot attend classes after final registration of classes, it is the student's responsibility to withdraw from the university before the withdrawal deadline. Withdrawal forms are available in the Dual Credit or Registrar's Office. Students who withdraw after the withdrawal date will be responsible for any outstanding financial accounts. Withdrawing past the Official Withdrawal date requires the instructor to assign a grade of "W" or "F" and will be reported on the student's official transcript. The grade of "F" will be counted as failing grades which will be included in the calculation of the grade point average.

Completion of Student Courses

Students are responsible for completion of all courses in which they are enrolled at the university. Changes in enrollment, drops or withdrawals must be officially recorded on university records. A student not following proper course or withdrawal procedures will receive a failing grade.

Grading Standards

The letter grade of A, B, C, and D indicate passing grades. A grade of D, however, is not transferrable to another higher education institution, nor does it allow the student to progress to the next level course in that subject area at NTU.

Letter Grade	Percentages	Description	Grade Points
A	90 – 100%	Excellent	4
B	80 – 89.9%	Above Average	3
C	70 – 79.9%	Average	2
D	60 – 69.9%	Below Average	1
F	Less than 59.9%	Failure	0
I	none	Incomplete	None
W		Withdrawal	None

A grade of incomplete (I) is considered as a non-passing grade and does not result in earned credits. An “I” may be issued when unforeseeable circumstances beyond the student’s control prevent the student from completing course requirements. Incomplete grades will not be authorized when the student has failed to complete course requirements or has earned a failing grade. The faculty must submit the appropriate form to the Registrar’s Office for approval, which includes the required assignments with the deadline. The deadline must be completed within the following semester. A student does not reregister for the course if completed within the stated deadline. The “I” must be converted by the next semester otherwise it will be automatically converted to an “F”.



GLOSSARY

ACT- American College Test - The ACT is a standardized test to determine a high school graduate's preparation for college-level work. It covers four areas: English, mathematics, reading, and science reasoning.

Catalog – the current Navajo Technical University General Catalog.

Concurrent enrollment - the enrollment of high school students in courses at the postsecondary level that are not designated as dual credit.

Developmental course - classes that fall within the basic skills or career exploration/awareness skills categories and are not considered college-level courses.

Early College High School (ECHS) -A specific school model that allows students to earn a high school diploma and simultaneously pursue a postsecondary program.

FERPA - Family Educational Rights and Privacy Act - (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

General fees - A fixed sum charged to students for items not covered by tuition and required of such a proportion of all students that the student who does not pay the charge is an exception. General fees include fees for application fees, laboratory fees, or technology fees.

Higher Education Institution (HEI) - A public, postsecondary, educational institution, including community colleges, branch community colleges, technical vocational institutes, four-year educational institutions, and tribal colleges.

Hybrid Class – Classes offered that are conducted online and traditionally (in-person)

LEA - Local Educational Agency - A public school district, a state-chartered charter school or a state educational institution, or a Bureau of Indian Education-funded high school.

Major - A subject area or field of study chosen by a postsecondary student to represent his or her principal interest and, upon which, a large share of his or her academic efforts are concentrated in a college or university.

Meta-Major - A subject area or field of study chosen by a high school student to represent his or her broad career interest and upon which dual credit coursework can be selected at the student's dual credit HEI partner.

MOA – the Memoranda of Agreement between NTU and state school districts, private, and Bureau of Indian Affairs institutions.

Pathway - a set of connected educational experiences within a single career cluster or industry. A pathway leads to a credential or a degree that represents entry-level qualifications for employment. A pathway includes coherent and rigorous content in a coordinated, non-duplicative progression of courses. Pathways are designed to adequately prepare students to succeed in their selected career or industry. A pathway will follow the progression listed on the partner HEI's website for the selected credential or degree.

Remedial course - courses that fall within precollege mathematics skills, precollege reading skills, pre-college writing skills, or communications skills categories.

SAT - Scholastic Assessment Test - The SAT is intended to forecast a student's ability to perform in his or her freshman year at a university. The SAT test consists of two portions, one measuring student mathematical skills and the other their verbal skills.

State –the states of Arizona, New Mexico, and/or Utah.

Student – a high school student enrolled in a recognized public, private, or federal school or is homeschool (in compliance with state requirements).

TCU - Tribal College and University - A tribally, federally or congressionally chartered post-secondary educational institution located in Arizona and New Mexico that is accredited by the Higher Learning Commission of the North Central Association.