



## **KEAN UNIVERSITY**

### **Kean University's Future Teacher Academy Program**

This Agreement is entered into as of \_\_\_\_\_, by and between \_\_\_\_\_ located at \_\_\_\_\_, \_\_\_\_\_ (the "High School"), and Kean University, located at 1000 Morris Avenue, Union, New Jersey 07083 (the "Kean University").

#### **I. Kean University**

Kean University was first established in 1855 as the Newark Normal School - a teacher training institution. Over the past 160 years, Kean has expanded into a world-class University with locations in Union County, Ocean County, and Wenzhou China. Kean now boasts 52 undergraduate and 35 graduate programs, while remaining the largest producer of teachers in New Jersey. Kean takes pride in its inclusive vision and diverse student population and remains one of the most affordable universities in New Jersey. The Future Teacher Academy (FTA) was established by the Kean University College of Education in 2000 to recruit and prepare talented high school students to become teachers. In 2015, FTA expanded by partnering with school districts and other educational institutions and has since become known as the Kean University Future Teacher Academy (KUFTA).

#### **II. Tomorrow's Teachers**

The Center for Future Educators at The College of New Jersey is the sponsoring organization that provides access to the Tomorrow's Teachers course in the State of New Jersey. The course has been developed to attract talented students who possess exemplary interpersonal and leadership skills necessary for a career in teaching. The course seeks to provide high school students insight into the nature of teaching and the critical issues affecting the quality of education in America's schools. Kean University has agreed to grant college credits to high school students who successfully complete the one-year Tomorrow's Teachers high school curriculum.

#### **III. Description of the Agreement**

Kean University and High School wish to enter into an Agreement whereby Kean University will offer college credit/s to High School's students (the "Students"), who successfully complete the college-level course, EDUC 1999- Introduction to Education, based on the one-year Tomorrow's Teachers high school course (the "Course") purchased by the High School prior to signing this Agreement. The Course shall be taught at the High School site by High School's faculty who must

have attended Tomorrow's Teachers Training for school instructors. Further, upon graduating from the 4-year high school program, the Students who successfully complete the Course shall be eligible for admission to Kean University with advanced standing in the appropriate program in which the Course applies, as long as all of the terms and conditions of this Agreement are met. Similarly, the Students may transfer these credits to other higher education institutions, if such credits are accepted by the institutions.

#### **IV. Requirements, Procedures and Specification**

1. High School must purchase the Tomorrow's Teachers Curriculum prior to signing this Agreement and present the confirmation of the purchase to Kean University.
2. Prior to executing this Agreement, the High School must also ensure that the High School faculty responsible for teaching the Course (the "Faculty") at the High School site have completed the Tomorrow's Teachers Training for high school instructors. In addition, the Faculty must have a minimum of a Masters Degree in Education. The High School must complete the Faculty Information Form attached as Exhibit A and return to Kean along with this Agreement.
3. Kean University will also designate a Kean mentor to review the Course curriculum and instructions with the Faculty. Faculty must meet all Kean University requirements for an academic position and will be assessed by both the Kean mentor and the Dean of Kean's College of Education. Course grading will be determined by standard grading notation as is used by Kean University.
4. High School must register for the KUFTA Program by completing and mailing this Agreement to Kean's designated liaison, **Dr. Gail Verdi**, Coordinator for KUFTA Program, Kean University, 1000 Morris Avenue J330G, Union, NJ 07083 by \_\_\_\_\_ . Please contact Dr. Verdi at [gverdi@kean.edu](mailto:gverdi@kean.edu) with inquiries.
5. Upon the execution of the Agreement, Kean shall confirm the enrollment of the Students.
6. Upon successful completion of the Course and receiving a grade B or better, Students will receive three (3) college credits as non-matriculated students. Students who successfully complete the Course will be eligible for admission with advanced standing to Kean University.
7. The Course has been approved for dual credit by Kean's College of Education and the High School. Kean University will work collaboratively with the High School to ensure that the academic requirements established by Kean University are met by the Faculty and High School at all times while teaching of the Course.
8. The High School shall be responsible for all administrative aspects of the Course, including meeting the curriculum requirements, providing classroom and laboratory materials, student enrollment, classroom space scheduling, and transportation to field activities. High School must inform Kean University in writing prior to making any changes to the Course curriculum.

9. High School will be responsible for the accommodation of its Students to meet the New Jersey Department of Education 180-day school year requirement. This activity may or may not occur on the Kean University campus.
10. Students shall be required to meet all relevant requirements set by Kean University for completing the Course.

**V. Application and Registration, Tuition and Admission**

1. Application and Registration

- i. Students must have a GPA of 3.0 or higher in order to be eligible to apply and register for the Course. The Students' High School advisor and the Kean faculty liaison will determine whether Students meet the enrollment criteria for the Course.
- ii. Students eligible to enroll in the Course shall apply online for non-matriculated status by mid-fall of each year. Kean University shall send representatives to the High School to discuss the application process with students and teachers and programs that might meet their academic needs.
- iii. Students enrolled in the Course shall attend an orientation/registration session provided by Kean University staff at the High School site. The dates for these sessions shall be determined mutually.

2. Tuition

- i. Tuition for the 3-credit course is \$250.00. Tuition is non-refundable once the class is in session. The tuition rate is subject to change per Kean University policies and Board approval. High School shall be informed of the new rate prior to the start of the Course.
- ii. Once registration is complete, tuition must be paid in full within thirty (30 days) of course registration. The High School shall ensure that the Students will remit payment of all educational fees directly to Kean University. All funds transmitted by the Students shall be considered payment for the instructional services;
  - a) Payments must be made by check payable to "Kean University". The High School shall be responsible for collecting the Student registration forms and checks. Checks should include Student's name, ID number and High School name. These checks should be mailed or delivered to:

Kean University  
Office of Student Accounting  
1000 Morris Avenue  
Union, NJ 07062

- b) Kean University will be responsible for registering Students in the Course. The cost of books shall be the responsibility of the High School and/or student.

3. Admission to Kean University with Advanced Standing:

- i. At the conclusion of an academic year, Students enrolled in the Course will receive a final grade. The grade will be recorded on an “official” transcript. Students may then submit a transcript request on the Kean University website in order to receive an official transcript listing the Course.
- ii. If a Student plans to attend Kean University as a matriculated student, they will be able to apply for admission with advanced standing. This requires that Students meet all admission standards designated by Kean University. Kean University will grant advanced standing for Students after successful completion of the Course with a B or better grade.

## **VI. Terms of Contract/Termination**

1. This Agreement shall commence on \_\_\_\_\_ and shall renew automatically for each successive year unless terminated by either party.
2. At any time during the term of this Agreement, the parties may terminate the Agreement upon mutual written consent. This request must come from either Kean University or the High School at least 30 days prior to the last class entering the KUFTA Program at Kean University.
3. In the event this Agreement expires or terminates prior to the end of an academic year, it is expressly understood that the Students currently enrolled in the Course will be allowed to complete their studies for the academic year.
4. Kean University's contractual obligations under this Agreement are contingent upon the availability of appropriated funds from which payment for contract purposes can be made. No legal liability on the part of Kean University shall arise hereunder unless and until funds are made available each fiscal year to Kean University by the New Jersey State Legislature.

## **VII. Additional Agreements and Considerations**

1. If a Student misrepresents his/her qualifications, he/she will be dismissed from the KUFTA Program.
2. Both Kean University and the High School are responsible for promoting the program and recruiting students.
3. Both Kean University and the High School must keep students apprised of Kean University requirements, the admission process and any deadlines for applications.

4. Kean University and the High School will maintain open communications and discuss any changes in curricula.
5. Kean University and the High School will evaluate qualifications and instruction of teachers to ensure all New Jersey Department Of Education requirements are met.
6. Faculty selected from the High School will not receive remuneration from Kean University for teaching in this Program.

#### **VIII. Mutual Obligations**

1. The parties agree that they will comply with all applicable federal, state, and local laws and regulations and will not discriminate on the basis of race, color, sex, creed, age, national origin, ancestry, marital status, familial status, religion, sexual orientation, disability, or veteran status.
2. This Agreement shall be governed as construed and the rights and obligations of the parties hereto shall be determined in accordance with the laws of the State of New Jersey, including without limitation, the New Jersey Tort Claims Act, N.J.S.A. 59:1-1 et seq., and the New Jersey Contractual Liability Act, N.J.S.A. 59:13-1 et seq., and the regulations of the State Department of Education and the Commission on Higher Education.
3. Programmatic policy-making shall be within the framework of Kean University policies as well as the federal and state law and of the professional requirements of state and national accrediting agencies.
4. Any conflicts or disputes shall be referred to the Superintendent of the High Schools and the President of Kean University or their designees for resolution.
5. This Agreement shall be binding on the High School and Kean University and their respective successors and assigns. Neither the High School nor Kean University shall assign its obligations and duties under this agreement without receiving the prior written consent of the other party.
6. This Agreement shall not establish an employer/employee relationship, joint venture, or partnership agreement hereby expressly or by implication between Kean University and the High School. Each of the party to this agreement shall continue to be autonomous and shall be governed independently by their respective governing boards and administrations except insofar as this agreement specifically states to the contrary. Neither party hereto, nor their respective employees, shall be construed to be the agent, employees or representative of the others.
7. This Agreement shall be reevaluated by representatives of the institutions on an annual basis. It is understood and agreed that the parties may revise or modify this agreement by written amendment when both parties agree to such amendment.

8. The parties agree to review the Agreement periodically to update and/or adjust the terms of the Agreement as needed.

**IX. Warranties and Representations Of The Parties**

1. The parties do hereby warrant and represent that this agreement has not been solicited or secured, directly or indirectly, in a manner contrary to the laws of the State of New Jersey and that said laws have not been violated as they relate to the procurement or performance of this agreement by any conduct, including the paying or giving of any fee, commission, gift, gratuity, or consideration of any kind, directly or indirectly, to any state employee, officer or official.
2. Each institution does hereby warrant and represent that it is qualified by training and experience to perform the required services and programs in the manner and on the terms and conditions set forth herein.

IN WITNESS WHEREOF, the parties have caused this agreement to be executed by their duly authorized officers.

**KEAN UNIVERSITY**

\_\_\_\_\_  
Jeffrey Toney, Ph.D.  
Provost & Vice President of Academic Affairs

\_\_\_\_\_  
Date

-----**School District**

\_\_\_\_\_  
Name  
Title

\_\_\_\_\_  
Date



**EXHIBIT A**

**FACULTY INFORMATION FORM**

**KEAN UNIVERSITY'S FUTURE TEACHER ACADEMY PROGRAM**

**Between**

\_\_\_\_\_ **High School and Kean University**

**EDUC 1999 INTRODUCTION TO EDUCATION**

Instructor's Name
Instructor's Email Address
Instructor's Phone Number
Highest Degree Awarded
Professional Development Areas of Interest

\*\*\*Please attach a copy of the Instructor's Resume and an official copy of the instructor's college transcript with Degree.