

Competency-Based Mathematics Contract Initiation Form

This form will need to be completed and submitted by the high school principal or superintendent prior to the start of each academic year in order for the school to receive a contract to allow their students to participate in the program.

1. High School and Contact Information:

High School Name: _____ District: _____

Street Address: _____ City: _____ Zip: _____

Website: _____ Phone: _____ Fax: _____

Administrator's Name: _____ Title: (circle one) Principal/Superintendent

Administrator's Email Address: _____

Fall semester (Aug – Dec): 1st day of class _____ Last day of class _____

Spring semester (Jan – Jun) 1st day of class: _____ Last day of class: _____

Faculty/Staff Member(s) at the school that will be directly involved in facilitating the program:

1. Name: _____ Title: _____

Email Address: _____

Office Location: _____ Phone Number: _____

2. Name: _____ Title: _____

Email Address: _____

Office Location: _____ Phone Number: _____

2. Model: (check one)

☐ Model 1: For schools that offer a college algebra or plane trigonometry class at the high school level.

The teacher decides how to incorporate the material into their class (during class, as homework, etc.).

Tests on the computer must be proctored by the teacher.

☐ Model 2: For schools that do not offer a college algebra or plane trigonometry class at the high school level.

Students learn the material on their own at home or during a study period similar to independent study.

A faculty/staff member must proctor tests on the computer and provide tutoring for students that need extra help.

3. Flexible Payment Plan: (check one)

☐ No, do not offer the Flexible Payment Plan to students as an option

The school will receive a portion of the tuition for each student even if their balance is not paid by the due date.

Students' tuition is due in a single payment (due Feb 15 for spring or year-long courses and Sept 15 for fall courses).

☐ Yes, offer the Flexible Payment Plan option to students

The school will not receive a portion of the tuition for students whose balance is not paid by the final due date.

Students' tuition is split into three payments (due 2-15, 3-15, & 4-15 for spring or year-long courses, due 9-15, 10-15, & 11-15 for fall courses) and they will be charged interest at a rate of 0.5% per month until their balance is paid in full.

4. Tuition and Revenue Sharing Amounts: (check one)

☐ Option 1. Reduced Tuition, No Revenue Sharing

Model 1 schools: Students' tuition will be \$300 for College Algebra and \$200 for Plane Trigonometry

Model 2 schools: students' tuition will be \$330 for College Algebra and \$220 for Plane Trigonometry

The school will not receive a portion of the students' tuition at the end of the semester

☐ Option 2. Partial Reduced Tuition, Partial Revenue Sharing (Model 1 Schools only)

Students' tuition will be \$330 for College Algebra and \$220 for Plane Trigonometry

The school will receive \$30 per student in College Algebra and \$20 per student in Plane Trigonometry at the end of the semester. **Please Note: if the school elects to offer the flex plan, students whose tuition is not paid by the final due date will not be included in this figure**

The school must submit W-9 and I-4 tax forms to Truman's Business office to receive a check at the end of the semester.

Staff member to whom the check should be sent: _____ Office at HS: _____

☐ Option 3. Full Tuition, Full Revenue Sharing

Students' tuition will be \$360 for College Algebra and \$240 for Plane Trigonometry.

Model 1 schools receive \$60 per student in College Algebra and \$40 per student in Plane Trigonometry at the end of the semester. **Please Note: if the school elects to offer the flex plan, students whose tuition is not paid by the final due date will not be included in this figure**

Model 2 schools will receive \$30 per student in College Algebra, \$20 per student in Plane Trigonometry at the end of the semester. **Please Note: if the school elects to offer the flex plan, students whose tuition is not paid by the final due date will not be included in this figure**

The school must submit W-9 and I-4 tax forms to Truman's Business office to receive a check at the end of the semester.

Staff member to whom the check should be sent: _____ Office at HS: _____

Model 2 schools will receive \$30 per student in College Algebra, \$20 per student in Plane Trigonometry at the end

4. Course(s): (check all that apply)

6. Est. Enrollment

College Algebra: ☐ Fall Semester ☐ Spring Semester ☐ Year-Long (Fall & Spring Semesters) _____

Plane Trigonometry: ☐ Fall Semester ☐ Spring Semester ☐ Year-Long (Fall & Spring Semesters) _____

7. Is the school able to have all participating students complete the online student application at the school?:

☐ Yes – Date: _____ Time: _____

☐ No

8. Does a representative from the Institute for Academic Outreach need to come assist students with applying?:

☐ Yes – Date: _____ Time: _____

☐ No

9. Do you want the tests each split into two parts to enable students to complete each part in a single class period?:

☐ Yes

☐ No

10. Signature of Principal/Superintendent: _____ Date: _____

11. Please submit this form to the Institute for Academic Outreach office by one of the following methods:

- Scan the form and email it to institute@truman.edu
- Fax the form to 660-785-7202

After this form is received, a signed contract will be sent to the school which must then be returned to the Institute for Academic Outreach with a signature by the principal or superintendent. The finalized contract will then be returned to the school and Institute staff will follow up with the faculty/staff member(s) listed to go over program procedures.