

**DALLAS COLLEGE GUIDELINES FOR DUAL CREDIT LEARNING
MATERIALS RELATED TO COURSES OFFERED IN PARTNERSHIP WITH
TEXAS SCHOOLS
2025-2026 Academic Year**

The following guidelines reflect current Dallas College (the “College”) policies and procedures, which align with Texas Higher Education Coordinating Board (“THECB”) rules relating to dual credit learning materials: (Financial Aid for Swift Transfer (FAST) Program passed under House Bill (HB) 8).

Guidelines for Course Materials for Dual Credit Students

1. Dallas College partners with public and private schools to provide dual credit instructional opportunities to students.
2. To ensure students have access to quality education and instructional materials, dual credit students will be provided access to instructional materials as part of their participation in dual credit programming.
 - A. The dual credit partnership will require School Districts or High Schools to partner in supporting instructional material costs for dual credit students participating in dual credit programming through their high schools. Dallas College will continue to sponsor tuition waivers in alignment with the Dallas College Guidelines for Learning Materials (Attachment F).

Instructional Materials Financial Terms

1. Dallas College will provide dual credit students all learning materials at the start of each academic term. College learning materials shall be determined and made available prior to the start of classes.
2. The college will invoice dual credit partners (School District or High School as applicable) directly for Instructional Materials at a rate of \$23.00 per credit hour for all eligible students from their institution enrolled in Dual Credit courses.
 - a. All student enrollments are subject to the instructional materials fees. This includes initial and subsequent enrollments in college courses.
3. Dual credit partners may elect to directly bill students who are not FAST eligible for the course material fees. This is subject to the partners’ discretion and subject to the requirements for Financial Aid for Swift Transfer (FAST) Program.
4. Texas Public School Partners Only:
 - a. Dallas College will receive a FAST eligibility participant list at the close of each academic term from the THECB. This list will be shared by request with the School District or High School upon receipt.

Attachment F

- i. Students who are identified by the THECB as FAST-eligible students will not be charged for instructional materials.
- ii. Accordingly, students on the FAST-eligible list may not be billed by the School District, High School, or College for their instructional materials. Any direct billing processes initiated by the partner must exclude FAST-eligible students.

Instructional Material Invoice Guidelines

1. Dallas College will directly invoice all dual credit partners for student learning materials.
 - a. Invoice will include a roster of students enrolled post-census date of the applicable billing term.
 - b. All invoicing will be completed semesterly following the completion of the final fall, spring, or summer census date.
2. Partners will be provided 45 days from the invoice date to submit payment to Dallas College.
3. Invoicing will be done at the district level or high school level if not a part of a school district.