



EDUCATIONAL AFFILIATION AGREEMENT
Between
WISE COUNTY SHERIFF'S OFFICE and WEATHERFORD COLLEGE

This is an Educational Affiliation Agreement between Weatherford College and the **WISE COUNTY SHERIFF'S OFFICE**. This Agreement is effective beginning September 1, 2023 and ending August 31, 2024 unless extended by written agreement of the parties.

WHEREAS, WISE COUNTY SHERIFF'S OFFICE wishes to affiliate with the Workforce Education Department of Weatherford College to provide training in the area of law enforcement and is entitled to receive Texas Commission on Law Enforcement (TCOLE) certification if requested by affiliating agency.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

1. **TRAINING AND CLASSES:** Students successfully completing the TCOLE approved courses pursuant to this Agreement will be awarded Continuing Education Units (CEUs) from Weatherford College.

Students completing the designated course(s) will receive a grade of Pass (P) or No Pass (N), recorded on the student's official Weatherford College transcript.

Students must complete the online non-credit application and register for their course online before the course begins. Weatherford College does not accept paper registration. There is no late registration.

2. **WEATHERFORD COLLEGE WILL PROVIDE:**

- Registration of students
- Management of student electronic data
- Training hours reported to TCOLE
- Administration of course
- Curriculum including syllabus and schedule
- Instructor (if requested, for an additional fee)
- Classroom (if requested)
- Training file checklist for TCOLE compliance requirements
- Summary of evaluations of course(s) and instructor(s)

3. **WISE COUNTY SHERIFF'S OFFICE WILL PROVIDE:**

- Required documentation per TCOLE compliance ten business days prior to start of class including:
 - Lesson plans and objectives for each course
 - Curriculum including presentation material, list of book(s), copies of worksheets, handouts, and/or other required resources
 - Instructor credentials (compliant with 215.9 and 215.10)
- Required documentation per TCOLE compliance five business days post-conclusion of each class including:
 - Copy of exam or assessment (etc. written test, pass/fail matrix, skills pass/fail, other screening tools)
 - Course and instructor evaluations
 - Sign-in roster with original signature or initials to confirm actual attendance
 - Final TCOLE approved roster
 - Training file checklist completed (Attached addendum 01.1)
- For public courses, request must be received 30 days before the course start date
- For private courses, request must be received 10 business days before the course start date
- Course changes must be received at least three business days before the course start date.

- Payment of invoice based on agreed upon cost (see item 11)
 - Student liability insurance (Proof of coverage must be provided upon request)
 - Exclusive responsibility for the safety of training participants and staff/instructors
 - Classroom
 - Instructor
 - Records of attendance and final grades submitted via Coyote Connect
 - Instruction and delivery of course
 - Any classroom supplies including laptop/computer
4. **COURSE AFFILIATION:** Weatherford College will retain sole and direct control of any course offered pursuant to this Agreement. To assure the integrity and success of the endeavor, Weatherford College has the right and responsibility to approve instructional materials, course delivery logistics, course offering expenditures, record keeping methods, and evaluation methods. The instructional materials and designated instructors must maintain a level of quality and accountability that assures compliance with applicable institutional standards. Weatherford College maintains the right to approve any third-party involvement of instruction.
5. **USE OF NAME AND MARKS:** **WISE COUNTY SHERIFF'S OFFICE** must obtain Weatherford College's approval of any advertising or promotional materials using the College's logo or name.
6. **LOCATION OF TRAINING SITE:**
- a. **WISE COUNTY SHERIFF'S OFFICE**
200 Rook Ramsey Drive
Decatur, TX 76234
 - b. Wise County Weatherford College
5180 US HWY 380
Bridgeport, TX 76426
7. **CLASS SIZE:** As agreed upon by both parties.
8. **CLASS SCHEDULE and ATTENDANCE:** Weatherford College shall establish class times and dates in coordination with **WISE COUNTY SHERIFF'S OFFICE**.
9. **STUDENT STATUS:** Participants will register as Weatherford College Workforce Education non-credit students. Students successfully completing the course(s) will receive a grade of pass (P) or no pass (N) that will be recorded on an official Weatherford College transcript. A student may request an "official transcript" from the Weatherford College Student Services Division or access an unofficial transcript online in their student Coyote Connect account.
10. **INSTRUCTOR QUALIFICATIONS:** Instructors must provide to WC all transcripts, certifications and any other documentation proving qualifications per Southern Association of Colleges and School's guidelines. All documents must be received at least ten business days prior to course start date. Weatherford College reserves the right to cancel the course if these documents are not received within the timeline.
11. **INSTRUCTION COST:** Weatherford College will invoice the **WISE COUNTY SHERIFF'S OFFICE** at a rate of \$750, for a base contract that includes up to ten trainings, prior to the first training session. An additional fee of \$100 per class beyond the base 10 sessions, will be billed to **WISE COUNTY SHERIFF'S OFFICE** until the conclusion of the contract period. For instruction personnel provided by Weatherford College, an additional fee or addendums will be determined and agreed upon prior to the class being scheduled. Payment will be due 30 days following the invoice date
12. **AGREEMENT:** This Agreement shall be enforced under the laws of the State of Texas and any disputes regarding same shall be instituted and litigated in Parker County, Texas.

13. **TERMINATION:** This Agreement may be terminated by either party with thirty (30) day written notice. Termination shall not take effect until students who are enrolled at the time such notice is given have completed the courses in which they are enrolled.

14. **NOTICES:** Any notice, request or other communication required to be delivered under this Agreement shall be in writing and shall be deemed to have been given or made if delivered personally, by overnight delivery service, by United States mail, to the parties at the following addresses, or at such other addresses as shall be specified in writing by either of the parties to the other in accordance with the terms and conditions of this subsection.

If to WISE COUNTY SHERIFF'S OFFICE:

Alissa Scheps
Training Coordinator
200 Rook Ramsey Dr.
Decatur, TX 76234
Alissa.scheps@sheriff.co.wise.tx.us

If to Weatherford College:

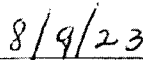
Weatherford College
Attention: Brandy Grotts, Workforce Education Coordinator
225 College Park Dr.
Weatherford, TX 76086
bgrotts@wc.edu

15. **STATUS OF PARTIES:** Nothing herein shall be construed as creating a partnership or joint venture between Weatherford College and **WISE COUNTY SHERIFF'S OFFICE**, its officers, agents, employees and subcontractors, and the doctrine of respondent superior has no application as between Weatherford College and **WISE COUNTY SHERIFF'S OFFICE**.

This Agreement is effective as of the Effective Date set forth above and is executed by and between Weatherford College and **WISE COUNTY SHERIFF'S OFFICE** through their duly authorized officers, thereby binding themselves, their successors and assigns and representatives for the faithful and full performance of the terms and provision of this Agreement



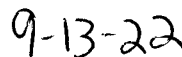
Andra Cantrell, VP of Financial Affairs
Weatherford College



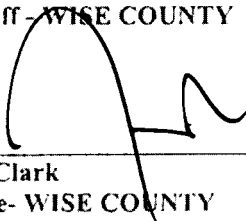
Date



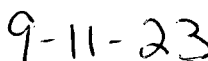
Lane Akin
Sheriff - WISE COUNTY



Date



J.D. Clark
Judge- WISE COUNTY



Date