

**MIDWEST REGION PASS CENTER  
For Non-Migrant Students  
AGREEMENT FOR P.A.S.S. EDUCATIONAL SERVICES  
FUNDED UNDER TITLE I PART C**

P.A.S.S. stands for the Portable Assisted Study Sequence program. The P.A.S.S. program is **supplemental** to the basic education program; it is not in competition with the regular program. P.A.S.S. is a viable alternative for those who need to make up credits and are able to read and write at least at the seventh grade level. P.A.S.S. is part of the state wide Migrant Education Program. It is designed to provide the migrant high school student with the opportunity to earn course credits through a semi-independent study arrangement. Based on home district needs, P.A.S.S. courses may be made available to non-migrant students as well.

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We hereby agree to operate the P.A.S.S. program abiding by the guidelines and responsibilities outlined below.

**SCHOOL DISTRICT RESPONSIBILITIES**

1. It is the contact person's responsibility to:
  - A. Review all data sent to the district by the P.A.S.S. program office.
  - B. To respond in a timely manner to guideline requirements.
  - C. To communicate P.A.S.S. data to staff and administrators designated by the district.
  - D. To make provisions for regular student tutorial assistance.
  - E. To coordinate P.A.S.S. program with school Counselor or Principal.
  - F. To provide **accurate and required** information to process orders.
  
2. It is the school district's responsibility to:
  - A. Ensure the integrity of all P.A.S.S. materials.
  - B. Preserve the confidentiality of materials. **(All P.A.S.S. materials are copyrighted and may only be utilized with the P.A.S.S. program. Reproduction of materials is strictly prohibited.)**
  - C. Grade test and issue transcripts from current school for each student taking a PASS course.
  
3. Midwest Region PASS Center course cost is \$70.00, which includes Mentor Manual with test answers included.
4. Payment must accompany order form unless prior arrangements have been made with the Midwest Region PASS Center
5. All test answers must be kept confidential for the integrity of the PASS Program.

By signing the attached agreement, the local school district agrees to honor all course credit, which meets the criteria of P.A.S.S., and be responsible for fulfilling local graduation requirements.

**This agreement shall commence September 1, 2010 and shall remain in effect until August 31, 2011 upon both party's consent. Termination will require written notification by either party.**

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Local Administrative Designee

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John J. Farrell Ph.D  
P.A.S.S. Director

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School District Name and Number