

**AGREEMENT BETWEEN HUDSON
COUNTY COMMUNITY COLLEGE
AND
IRVINGTON BOARD OF
EDUCATION FOR THE
DELIVERY OF CULINARY
INSTRUCTION
FOR ACADEMIC YEAR 2025-2026**



This Agreement between the Hudson County Community College (HCCC) and the Irvington Board of Education (IBOE) is for the purposes of HCCC providing instruction in selected courses for high school students enrolled in Irvington High School (IHS). IHS students enrolled in HCCC classes will have the opportunity to earn HCCC credits for selected college courses taught by HCCC faculty on-campus at HCCC.

Student Enrollment

1. Selection for participation in the courses covered under this agreement will initially be determined by IHS, provided that all selected students meet all course pre-and-co-requisites of IHS and HCCC. IHS will select students who demonstrate a proficiency for college-level work and a reasonable chance for successful completion.
2. Participating students must complete the HCCC Early College online application and student agreement form within the time frames established by HCCC. IHS will submit completed student agreement forms, signed by the participating student's school counselor and each student's parent or guardian, to the HCCC Office of Early College Programs. Participating students shall comply with and be subject to all HCCC policies applicable to HCCC students.
3. HCCC does not guarantee that any credits earned will be transferable to another institution. Whether or not to accept those credits is determined by the policies and procedures of the accepting institution.
4. HCCC and IBOE are authorized to exchange pertinent student information. Such information shall be considered confidential and shall not be disclosed except to the extent required by law or for a party to fulfill its obligations under this Agreement. HCCC will forward final grades for participating students to the high school administration upon completion of the semester and payment of all fees and tuition required by this agreement.
5. IHS agrees to have a high school representative on-site to accompany participating students during the duration of their time on campus for selected classes.

Courses for AY (2025-2026)

Selected students may enroll in the following courses to be offered during the 2025-2026 academic year.

- Food Sanitation & Culinary Principles – CAI-115 (3 Credits)
- Pantry and Breakfast Cookery – CAI-118 (2 Credits)
- Production Kitchen Skills – CAI-117 (2 Credits)

Fiscal Arrangement

1. HCCC shall directly invoice IBOE at the end of the Fall 2025 and Spring 2026 semesters, based on a total of 12 students enrolled, in accordance with the following fee schedule:

- \$28.66 registration fee per student per semester
- \$125.00 for uniforms per student
- \$163.20 for lab fees per student per semester
- \$167.00 for class-related materials and meals per student per semester
- \$171.00 tuition per credit
- \$278.00 for textbooks per student

For the Fall 2025 semester, the total cost will be a maximum of \$19,402.32 with students enrolled in CAI 115 and CAI 117. For the Spring 2026 semester, the total cost will be \$8,410.32, with students continuing in CAI 115 and enrolling in CAI 118.

2. IBOE shall make payment to HCCC no later than sixty (60) days of IBOE's receipt of the bill from HCCC. Non-payment or late payment of all or part of an invoice may result in students being prohibited from registering for future classes, holds on grades and transcripts and the possible referral of the bill for collections. IBOE agrees to be responsible for all collection fees and costs incurred by HCCC, including, without limitation, court fees and attorneys' fees, in the event that full payment is not received from IBOE within sixty (60) days of IBOE's receipt of an invoice from HCCC. Invoices shall reflect enrollment through the posted withdrawal dates based on the Student Refund and Academic Calendar. HCCC shall not be obligated to make any adjustments in the per credit price charged to IBOE if the discontinuation of a student's participation in the program is not communicated to HCCC prior to the appropriate withdrawal dates.

Terms of Contract

This Agreement shall be effective as of July 1, 2025 and shall run through June 30, 2026 and may be renewed annually by the parties by executing a separate agreement. It is understood and agreed that the parties to this Agreement may modify or revise this Agreement only by written amendment executed by both parties.

Choice of Law/Venue

This Agreement shall be subject to and interpreted in accordance with the laws of the State of New Jersey regardless of New Jersey's conflict of laws, provisions or principles. Any and all disputes between the parties arising out of or relating to this Agreement or the services provided thereunder shall be subject to the exclusive jurisdiction of the Superior Court of New Jersey located in Hudson County, New Jersey.

SIGNED:



President or Designee
Hudson County Community College

7-7-2025
Date

Superintendent or Designee
Irvington Board of Education

Date