



BUSINESS
Effective Date 1/1/10

Articulation Agreement Between
North Coast Tech Prep Consortium and Cuyahoga Community College
Student Form

North Coast Tech Prep High Schools:

Cleveland Metropolitan School District- *East Tech, John Marshall, John F. Kennedy, Lincoln-West, Jane Addams, Collinwood*

Cuyahoga Valley Career Center

Maple Heights City Schools

Mayfield Excel TECC- *Brush High School*

Medina County Career Center

Parma City Schools- *Parma High School*

Tri-Heights- *Cleveland Heights High School*

West Shore Career & Education District

Business Pathways: Administration & Professional Support, Business Management, Legal Management & Support, Medical Management & Support, The Company

Leading to an Associate Degree at Cuyahoga Community College:

For the purpose of this agreement, a Tech Prep student is defined as a student who is enrolled in and completed the prescribed program of study for grades 9-12. This program of study has been identified and approved by high school and college administrators and business and industry representatives as a curriculum that provides the students with the academic and technical competencies that have been developed through a Career Field Technical Content Standards Review Process or similar procedure. This process ensures a seamless learning progression of technical and academic skills from high school through college.

TO RECEIVE CREDIT THE STUDENT MUST:

1. Earn a 3.0 GPA in an approved high school Tech Prep Program.
2. Earn a high school cumulative GPA of 2.0 or higher in grades 9 through 12.
3. Pass Algebra 2 (or equivalent) prior to graduation from high school.
4. Maintain 95% attendance in Tech Prep Program.
5. Submit a CCC application prior to graduation from high school.
6. Submit an Articulation Agreement, signed by the student and high school teacher, prior to graduation from high school.

ARTICULATED CREDIT

Specific course(s) for which the student is eligible to receive:

BADM 1020	Introduction to Business	3 Semester Credits
IT 1000	Keyboarding	2 Semester Credits
IT 1010	Introduction to Microcomputer Applications	3 Semester Credits
IT 1060	Introduction to Windows	2 Semester Credits

BRIDGE COURSE ARTICULATED CREDIT

NONE

CERTIFICATION/TEST/REVIEW ARTICULATED CREDIT

Upon successful completion of the following certification(s) the student is eligible to receive:

Word certification will receive

ITAP 1200	Word Processing I	3 Semester Credits
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Excel certification will receive

ITAP 1250	Electronic Spreadsheet Use and Design	3 Semester Credits
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Students must pass the final exam for Law Office Technology to receive:

PL 1501 Law Office Technology

2 Semester Credits

Students who successfully meet the requirements will receive the above credit to apply towards the Associate of Technical Study Degree with a concentration in E-Business Management, Office Operations Management, Human Resource Management, Small Business Management; as well as Associate of Applied Business Degree in Information Technology with a concentration in Information Application Specialist, Accounting or students may choose to earn any Associate Degree.

CREDIT WILL BE TRANSCRIPTED UPON COMPLETION OF THE ABOVE CONDITIONS.

The maximum Comparable Credit a student can receive is 30 semester credits as stated in the Cuyahoga Community College Comparable Credit Policy. The student has 1 year from date of high school graduation to complete the agreement process.

***This agreement is open for review on a yearly basis as deemed necessary by the high school or college.**

I do hereby certify that to the best of my knowledge the information given on this articulation agreement is complete, and that any misrepresentation may be cause for denial of articulated credit. I authorize each high school I have attended to release academic information to Cuyahoga Community College.

High School Tech Prep Program Name

Student Name (Print)

High School

Student Signature/date

Student Address

City

State

Zip

High School Tech Prep Teacher Signature/Date

Student Social Security Number

The North Coast Tech Prep Governing Board passed this motion on February 12, 2008:
Motion – Articulation Agreements approved by the College (Tri-C) are hereby approved by school districts as listed on agreements.