



## FINANCIAL SERVICES

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

#### North Coast Tech Prep High Schools:

Bedford City Schools  
Cleveland Metropolitan School District- *John F Kennedy*  
Maple Heights City Schools  
Parma City Schools- *Parma High School*  
West Shore Career & Education District

#### **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:

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

#### **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**

<b>ITAP 1200</b>	<b>Word Processing I</b>	<b>3 Semester Credits</b>
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**Excel certification will receive**

<b>ITAP 1250</b>	<b>Electronic Spreadsheet Use and Design</b>	<b>3 Semester Credits</b>
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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

Effective Date 1/1/10

**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.