



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

North Coast Tech Prep High School Programs:
 Bedford City Schools–Microsoft Office
 Cleveland Metropolitan School District (*East Tech, John Marshall, East High, Jane Addams, Collinwood*) –
 Administrative Business Technology, Business Administration and Management, Computer Business
 Systems, Professional Office Technology, Legal/Medical Secretary
 Cuyahoga Valley Career Center –Legal Secretary, The Company
 Maple Heights – Microsoft Office, Information Processing, The Company
 Mayfield Excel TECC (*Brush High School*) – Business Management
 Medina County Career Center – Microsoft Certified Systems Administrator
 Parma City Schools (*Parma HS*) –Medical/Legal, Office Technology
 Tri-Heights Career Prep (*Cleveland Heights High School*) – Business Management
 West Shore Career-Technical Education District (*Lakewood High School*) – Business Management,
 Medical Office Management

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 curriculum pathway for grades 9-12. This pathway has been identified and approved by high school and college administrators as a curriculum that provides the students with the academic and technical competencies that have been developed through a Career Field Standards Document review process or similar procedure. This process ensures a seamless learning progression of technical and academic skills from high school to 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. Submit a CCC application prior to graduation from high school.
5. 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 credit:

IT 1000 Keyboarding	2 Semester Hours	<input type="checkbox"/>
IT 1060 Introduction to Windows	2 Semester Hours	<input type="checkbox"/>
IT 1010 Introduction to Microcomputer Applications	3 Semester Hours	<input type="checkbox"/>
BADM 1020 Introduction to Business	3 Semester Hours	<input type="checkbox"/>

BRIDGE COURSE CREDIT

NONE

CERTIFICATION/TEST/REVIEW CREDIT

Additional articulated credit may be received by completing the following certifications:

Word Certification will receive

ITAP 1200 Word Processing I	3 semester hours	<input type="checkbox"/>
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Excel Certification will receive

ITAP 1250 Electronic Spreadsheet Use and Design-	3 semester hours	<input type="checkbox"/>
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For Office Use Only

