Bilateral Articulation Agreement
May 9, 2023

Between

Central Ohio Technical College   and   C-TEC Computer &
Information Technology   Information Systems
                                                               at Lakewood H.S.

This agreement, entered into for 2023-2025, is based on a review of the Computer & Information Systems program of study at C-TEC and the Information Technology curriculum and syllabi at Central Ohio Technical College.

Purpose of Agreement
This agreement is designed
- To encourage students to pursue a postsecondary education,
- To reduce repetition of mastered competencies between secondary and postsecondary programs of study,
- To provide a smooth transition from secondary to postsecondary, and
- To reduce the cost of higher education for students and the state of Ohio.

Articulation agreements recognize a seamless curriculum pathway that starts in high school to an associate degree that leads to careers in related technical fields. This agreement enables C-TEC students who successfully complete the academic and technical competencies required for the Computer & Information Systems program to receive college credit for certain courses in the Information Technology associate degree programs at Central Ohio Technical College.

Bilateral Articulation Agreement

<u>Eligibility Criteria</u>

Students seeking college credit through this bilateral articulation agreement must meet the following criteria/requirements:

- The student must have completed the secondary Tech Prep competencies (academic and technical) relevant to the Central Ohio Technical College courses, with a grade of A, B, or C.
- An application and subsequent matriculation to Information Technology Programs at Central Ohio Technical College must occur within 3 years of the Adult Education completion date.
- The student must meet all college entrance, general admission and program specific requirements and complete the Accuplacer or ACT assessment.
- The student is responsible to inform college admissions personnel of his/her eligibility for articulated college credit and verify that appropriate documentation has been provided to the college by the secondary school.

<u>Secondary School Responsibilities</u>

- Secondary instructors are required to have the appropriate teaching credential as defined by the Ohio Department of Education.
- For the purpose of compliance with state, program or regional accreditation standards, Central Ohio Technical College reserves the right to review, validate and copy the credentials (e.g., college transcripts and resumes) of the instructors of articulated courses for external auditing purposes.
- The secondary instructor(s) will complete an *Instructor Recommendation Form* for each student upon completion which will be maintained in the student's secondary permanent file. An *Instructor Recommendation Form* must be submitted to the Records and Registration Office prior to receiving credit.
- The college and secondary school will develop methods of publicizing the agreement to encourage students to take advantage of seamless transitions and advanced placement opportunities.

<u>Awarding of Credit</u>

- There will be no charge for college credit awarded through this agreement.
- Student eligibility for technical or related credit is primarily determined by high school teachers evaluation based upon predetermined criteria set by the college. In certain cases, record of relevant student external certification, college proficiency testing, review of portfolios, or other forms of assessment may also be required.
- Placement in Central Ohio Technical College's courses is determined by the student's scores on the college's required placement test(s). Credit is available only for the technical courses specified on the attached list of articulated courses.
- Articulated courses are recorded on the student's permanent records after a student enrolls in and completes a non-articulated college credit at Central Ohio Technical College.

The administrators and faculty of the program at both levels pledge their commitment and support to continuing this relationship and to promoting these articulation opportunities to the students.

Bilateral Articulation Agreement

Articulation Agreement Signatures

C-TEC   **Central Ohio Technical College**

DocuSigned by:

Joyce L. Malainy, Ed.D. _____ 5/11/2023   *Dr. Greg Ferenchak* _____ 5/10/2023

Joyce L. Malainy, Ed.D.   Dr. Greg Ferenchak

Superintendent   Date   Provost   Date

DocuSigned by:

Stephanie Priestnal _____ 5/10/2023   *Sandra Walker* _____ 5/10/2023

Stephanie Priestnal   Sandra Walker, EJD   Date

Director   Date   Dean of Technical Studies

Distribution: Signees Above and others as determined by the signing partners.

Central Ohio Technical College

Courses Available for Bilateral Articulation

This agreement is in effect for students graduating from the Computer & Information Systems Program at C-TEC starting the academic year 2023-2025, and enrolling in one of Central Ohio Technical College's Associate Degree Programs listed below. College matriculation must occur within 3 years of the high school graduation date.

Degree Program Options			
Information Technology/Digital Media Design Technology			
Course Number	**Course Name**	**Hours**	**Notes**
CIT-100	Principles of Computer Programming	2.0	
BUS-151	Documentation and Presentation Applications	3.0	
CIT-130	Visual Basic I	3.0	
CIT-160	Database	3.0	
CIT-200	.NET Programming	3.0	Students must earn credit for the pre-requisite, CIT-100 prior to obtaining credit for this course
DMD-120	Web Design and Development —This course must be accessed through the CTAG process (see instructions below)	3.0	
BUS-226	21st Century Workplace Skills	3.0	
CIT-120	PC Hardware: Troubleshooting and Maintenance	3.0	
CTAG Opportunity: Students in this pathway may have the opportunity to receive college credit through the CTAG system.			

Central Ohio Technical College

Instructor Recommendation Form
For
Agreement Between

Central Ohio Technical College   *C-TEC*
Information Technology & Digital Media **AND** *Information Systems at Lakewood H.S.*
Design Technology

STUDENT INFORMATION

Name _____   Phone _____

Address _____   E-Mail _____

City & State _____   DOB __ _____

Zip _____

COTC Student ID #_____   Graduation Year _____
(If Applicable)

Notice to Secondary or Adult Education Instructor

Instructor sign and date any course(s) for which the above named student **has performed at a level of an A, B, or C** and achieved state program competencies as determined by the Computer & Information Systems Instructor for any single Central Ohio Technical College Course.   For those courses that the student did not achieve competence, enter **"Not Achieved"** in the signature area.

College Course Number and Course Name	Credits	Tech Prep Instructor Signature	Grade	Date
CIT-100	2.0			
BUS-151	3.0			
CIT-130	3.0			
CIT-160	3.0			
CIT-200	3.0			
DMD-120	3.0	Accessed through the CTAG Process		
BUS-226	3.0			
CIT-120	3.0			

SUBMIT THIS APPLICATION TO:
Gateway Records
Central Ohio Technical College
1179 University Drive, Newark, OH 43055
740-366-9494

Bilateral Articulation Agreement