ARTICULATION AGREEMENT BETWEEN
C-TEC DIGITAL DESIGN AND INTERACTIVE MEDIA PROGRAM
AND
CENTRAL OHIO TECHNICAL COLLEGE DIGITAL MEDIA DESIGN
TECHNOLOGY PROGRAM
2012-2014

Articulation credit to postsecondary programs for relevant high school courses (1) eliminates unnecessary duplication of learning and (2) saves students time and tuition in the pursuit of higher education. Recognizing the need for such agreements, Central Ohio Technical College (COTC) agrees to grant articulation credit to students completing C-TEC Digital Design and Interactive Media Program courses, as follows:

1. The student must be graduated from high school and must have completed the specified course(s) with a grade of A or B or C.

2. The course instructor(s) must review and complete the articulation form (see attached copy) and send it to COTC.

3. The articulated courses will be transcripted at COTC once the student registers for COTC coursework.

There will be no charge for college credit awarded through this agreement, although COTC may charge a small fee for the administration of the student’s record. For the purposes of compliance with state and regional accreditation standards, COTC reserves the right to review the credentials—including, but not limited to, college transcripts and resumes—of the instructors of articulated courses.

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.

C-TEC

Joyce L. Meloney 9/27/12
Superintendent Date

Mary McAndrew 9/27/12
Principal Date

Laura A. Brown 9/27/12
Senior Instructor/Supervisor Date

Central Ohio Technical College

Donnie L. Cee, Ph.D. 1-17-13
President Date

Myra Miller 1-16-13
Vice President, Academic Affairs Date
Chief Academic Officer

Cindy Carbone 11/9/12
Academic Dean Date

Mary Ziegler 11/9/12
Faculty Representative Date
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Instructions to Apply for College Credit

The articulation agreement between the C-TEC Digital Design and Interactive Media Program and Central Ohio Technical College enables high school graduates to receive college credit at COTC for selected courses upon evidence of competency in technology courses that are deemed equivalent to those in the attached list.

Instructions to the Student:

You must have an A, B, or C in the course to earn the college credit.

If you think that the courses in question might qualify for articulation credit, fill out the first part of the attached form. Take the form to your technology teacher(s), who will review the courses and, if applicable, estimate that the courses meet the criteria for the corresponding college courses listed in this agreement. The teacher(s) will make a recommendation for your receiving articulation credit by completing the form, attaching an official transcript, and sending these materials to COTC. Staff persons at COTC will review the materials and, if appropriate, grant recommended credit.

Instructions to the High School Teacher:

Please read the attached form carefully before filling it out. Students must (1) have covered competencies listed for the COTC course(s) in question and (2) have mastered these competencies in their technology courses at an A, B, or C level. Verify that each goal has been met at the appropriate level by initialing, signing, and dating the form. Please attach the student’s official transcript.

Your signature certifies that, in your estimation, the high school courses meet all articulation criteria for the indicated COTC courses and that the student has, to your knowledge, completed successfully those courses eligible for articulation. Mail the competed form to: Records and Registration, Central Ohio Technical College, 1179 University Drive, Newark, OH 43055. If you have any questions about articulation with COTC, contact the Administrative Dean for Academic Affairs at 740-364-9614.
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RECOMMENDATION FORM FOR COLLEGE CREDIT

To be completed by the student:

Student Name: ____________________________________________

Address: ________________________________________________

Home Phone (____) __________ Work Phone: (____) __________

Expected High School Graduation Date: ________________________

Month Year

I agree to permit my high school teacher(s) to provide COTC with the information on this form and understand that articulated credit might apply only to a degree or certificate at COTC and might not be transferrable to another college or university.

Student Signature: ________________________________________ Date: __________

To be completed by the high school teacher(s):

Teacher Name(s): _________________________________________

High School Name: _______________________________________

School Address: __________________________________________

School Phone Number: (____) ______________________________

As indicated by my initials next to the attached course description(s), I consider that my former student has achieved the indicated knowledge and skills at a level of “A”, “B”, or “C”.

Teacher Signature(s): ____________________________________ Date: _________

Supervisor Signature: ____________________________________ Date: _________

Recommendation for credit for: ____________________________

(student name)
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<thead>
<tr>
<th>Letter Grade</th>
<th>Teacher's Initials</th>
<th>COTC Course Available for credit</th>
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<tr>
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<td><strong>DMD-101 Digital Software Fundamentals</strong> <em>(1 credit)</em></td>
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<td>This is an overview course, covering the background and formats of digital media and an introduction to digital media software tools. In preparation for further classes, the student will explore the layout of the interface for digital software programs most commonly used in digital media. This course should be taken before any digital media design course requiring the use of digital software.</td>
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<td><strong>DMD-120 Web Design &amp; Development I</strong> <em>(3 credits)</em></td>
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|              |                   | This course is an introduction to Web site design and development. Using WYSIWYG software, the student will be introduced to the principals of web design, page layout including CSS formatting and the use of current scripting languages. Familiarity with Photoshop or other image-editing tool for manipulation of JPEGs and GIFs is highly recommended.  
*Note: Award of credit for this course is contingent upon review of a student portfolio by a designated COTC faculty member.* |
|              |                   | **DMD-107 Intro to e-Life: The Evolving Web** *(3 credits)* |
|              |                   | This course focuses on the recent history of the Internet and the growth of the World Wide Web from a simple broadcast medium into a platform that fosters communities of users—empowering them to create, share, and participate in the virtual community. Topics covered include social networking, social utilities, collaborative technologies, and various applications including mobile, desktop, television and web.  
*Note: Award of credit for this course is contingent upon review of a student portfolio by a designated COTC faculty member.* |
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<td><strong>BUS-105 Introduction to Business</strong> (3 credits)</td>
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<td>This introductory course explains the principles, terminology, and concepts necessary for interpreting business. Activities and presentations are provided to the student that will allow him or her to identify business environments, business ownership, ethical issues, global business awareness, organizational structures, management and marketing principles, technology information and financial implications in society. Upon completion of the course, the student will have a better understanding of the various elements of the business process, with this assisting in both the student’s personal and professional life.</td>
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<td><strong>DMD-104 Design Fundamentals</strong> (3 credits)</td>
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<td>This course is an introduction to digital design with emphasis on the basic principles, methodologies, and skills important to 2D digital design using key computer graphics tools and software. This course is designed to prepare the student for the next level in his/her selected discipline.</td>
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<td><strong>DMD-201 Graphic Design I</strong> (3 credits)</td>
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<td>Graphic Design I begins the exploration of graphic design and the digital print publishing world. The course covers the history of graphic communication from man’s earliest attempts at self-expression through visual media to the creation of writing, the printing press, the computer, and modern graphic design. This course also covers designing for the printed page and the use of page-layout software to create printed documents. The course will serve as an overview to graphic design publishing, including working with traditional as well as digitally based design tools.</td>
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**Note:** In order for the student to be awarded articulated credit for DMD-201, the student must successfully complete DMD 100, the pre-requisite course to DMD-201