ARTICULATION AGREEMENT BETWEEN
KNOX COUNTY CAREER CULINARY ARTS PROGRAM
AND
CENTRAL OHIO TECHNICAL COLLEGE CULINARY SCIENCE 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 Knox County Career Center Culinary Arts 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.

Knox County Career Center

Superintendent 8-14-12

Principal 8-13-12

Senior Instructor/Supervisor 8-20-12

Central Ohio Technical College

President, Ph.D. 8-26-12

Vice President, Academic Affairs

Academic Dean

Faculty Representative 8-22-12
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Instructions to Apply for College Credit

The articulation agreement between the Knox County Career Center Culinary Arts 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: ________________________________________________

Street           City          State          Zip

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: _________________________________________

Street           City          State          Zip

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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<table>
<thead>
<tr>
<th>Letter Grade</th>
<th>Teacher's Initials</th>
<th>COTC Course Available for credit</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td><strong>CUL-101 Introduction to Culinary Science</strong> (2 credits)</td>
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<td>This course is an introduction to and synopsis of the science of the culinary world involving historical and social context and societal responsibility in the evolution of culinary science. The student will develop the ability to calculate culinary ratios, percents, unit conversion estimates, properly scale and cost recipes, and project and analyze yields. Course work will involve reading, discussion, and reporting on culinary advancements, including the development of appropriate technology. The student will familiarize him/herself with tools, and equipment commonly used in kitchens, including their use and care. Principles of cooking techniques, understanding taste, and principles of flavor development are introduced. <strong>Note:</strong> Articulated credit for this course is only available to students who pass the Pro-Start examination.</td>
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<td><strong>CUL-103 Food Service Safety</strong> (1 credit)</td>
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<td>This course is a full study of sanitation practices and principles involving food sanitation and safety. Topics covered include the providing of safe food, food-borne illnesses, microbial dangers, allergens, contaminates, personal hygiene, management practices of hygiene, HACCP principles, facility management and safe design, and food safety laws. The student will take the National Restaurant Association ServSafe® examination in this course. <strong>Note:</strong> Students must pass the ServSafe exam in order to receive credit for CUL-103.</td>
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