ARTICULATION AGREEMENT BETWEEN TOLLES CAREER AND TECHNICAL CENTER ART DESIGN AND COMMUNICATION 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 Tolles Career and Technical Center Art Design and Communication 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.

Tolles Career and Technical Center

Kim Wilson, Superintendent 3-12-13
Date

M. Kirk, Principal 2-10-13
Date

Central Ohio Technical College

Bonne E. Cox, Ph.D. 3-14-13
President Date

Mark Leighty 3-7-13
Vice President, Academic Affairs Date

Chief Academic Officer

Andy Carbone 2-21-13
Academic Dean Date

Faculty Representative

10/22/2012
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Instructions to Apply for College Credit

The articulation agreement between the Tolles Career and Technical Center Art Design and Communication 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 initialling, 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.

10/22/2012
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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: __________

This is 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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2012-2014

<table>
<thead>
<tr>
<th>Letter Grade</th>
<th>Teacher's Initials</th>
<th>COTC Course Available for credit</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td><strong>DMD-101 Digital Software Fundamentals</strong> (1 credit)</td>
</tr>
<tr>
<td></td>
<td></td>
<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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<tr>
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<td></td>
<td><strong>DMD-104 Design Fundamentals</strong> (3 credits)</td>
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<tr>
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<td></td>
<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>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>DMD-201 Graphic Design I</strong> (3 credits)</td>
</tr>
<tr>
<td></td>
<td></td>
<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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