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Department of Education & Workforce
Career Pathway Support Networks
Central Region

CENTRAL OHIO TECHNICAL COLLEGE

Bilateral Articulation Agreement

April 27, 2026

Between

Central Ohio Technical College Criminal Justice Technology	and	C-TEC Criminal Justice Program

This agreement, entered into for 2026-2028, is based on a review of the Criminal Justice program of study at C-TEC and the Criminal Justice 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 Criminal Justice program to receive college credit for certain courses in the Criminal Justice Technology associate degree programs at Central Ohio Technical College.

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Eligibility Criteria

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

- The student must have completed the secondary Career-Tech 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 Criminal Justice Technology Programs at Central Ohio Technical College must occur within 3 years of the high school graduation date.
- 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.

Secondary School Responsibilities

- 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.

Awarding of Credit

- 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 college's official placement policy. 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 hour 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.

Articulation Agreement Signatures

C-TEC		Central Ohio Technical College	
Signed by: Michelle M. Snow 5EBC012689744E6...	4/29/2026	Signed by: Gregory Ferenchak 808290AD46BE405...	4/29/2026
Michelle M. Snow Superintendent	Date	Dr. Greg Ferenchak Provost	Date
Signed by: Craig McMillen Ed.D FB19912980714BC...	4/29/2026	Signed by: Marcie Moore 3FC4C252BEB54BA...	4/29/2026
Craig McMillen, Ed.D. Director	Date	Marcie Moore, DM Dean of Technical Studies	Date
		Signed by: [signature] DF2C9068B5B92AD...	4/28/2026
		James Rease Program Director	Date

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

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Central Ohio Technical College

Courses Available for Bilateral Articulation

This agreement is in effect for students graduating from the Criminal Justice Program at C-TEC starting the academic year 2026-2028, 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			
Criminal Justice Technology/Law Enforcement Technology/Forensic Science Technology			
Course Number	**Course Name**	**Hours**	**Notes**
LET-110	Constitutional Law and Courts	3.0	
LET-105	Ethics in Criminal Justice	2.0	
LET-230	Introduction to Homeland Security	3.0	
LET-126	Basic Investigations	2.0	
LET-100	*Introduction to Criminal Justice—This course must be accessed through the CTAG process (see instructions below)*	3.0	
CTAG Opportunity: Students in this pathway may have the opportunity to receive college credit through the CTAG system. https://transfercredit.ohio.gov/students/student-programs/career-technical-credit-transfer			

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Central Ohio Technical College

Instructor Recommendation Form
For
Agreement Between

Central Ohio Technical College Criminal Justice Technology **AND** ***C-TEC Criminal Justice***

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 Criminal Justice 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	CTE Instructor Signature	Grade	Date
LET-110	3.0			
LET-105	2.0			
LET-230	3.0			
LET-126	2.0			

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

CTAG Opportunity: Students in this pathway may have the opportunity to receive college credit through the CTAG system.
https://transfercredit.ohio.gov/students/student-programs/career-technical-credit-transfer

Certificate Of Completion

Envelope Id: 0C196BFF-3B52-8ABB-83BB-7A46C07B58BC
Status: Completed
Subject: Complete with Docusign: C-TEC CJ 2023-2025.pdf
Source Envelope:
Document Pages: 5
Signatures: 5
Envelope Originator:
Certificate Pages: 4
Initials: 0
Carrie Giles
AutoNav: Enabled
, OH 43219
EnvelopeId Stamping: Enabled
giles.58@mail.cotc.edu
Time Zone: (UTC-08:00) Pacific Time (US & Canada)
IP Address: 130.51.220.133

Record Tracking

Status: Original
4/28/2026 1:49:24 PM
Holder: Carrie Giles
giles.58@mail.cotc.edu
Location: DocuSign

Signer Events	Signature	Timestamp
James Rease rease.4@mail.cotc.edu Security Level: Email, Account Authentication (None)	Signed by: DFBC908B55924AD... Signature Adoption: Uploaded Signature Image Using IP Address: 184.58.59.122	Sent: 4/28/2026 1:51:17 PM Viewed: 4/28/2026 2:19:58 PM Signed: 4/28/2026 2:20:33 PM
Electronic Record and Signature Disclosure: Accepted: 4/27/2026 12:50:12 PM ID: 2dfa63aa-5733-43db-8b61-b0ffeda325c3		
Marcie Moore moore.5604@mail.cotc.edu Security Level: Email, Account Authentication (None)	Signed by: Marcie Moore 3FC4C252BEB54BA... Signature Adoption: Pre-selected Style Using IP Address: 2620:0:1a10:7722:1db:fe1c:581c:9948	Sent: 4/28/2026 2:20:34 PM Viewed: 4/29/2026 5:21:19 AM Signed: 4/29/2026 5:21:39 AM
Electronic Record and Signature Disclosure: Accepted: 4/29/2026 5:21:19 AM ID: c7c2e561-8f0f-46ea-9df4-d8d3dd8afa95		
Gregory Ferenchak ferenchak.7@mail.cotc.edu Security Level: Email, Account Authentication (None)	Signed by: Gregory Ferenchak 808290ADA6EE4C5... Signature Adoption: Pre-selected Style Using IP Address: 2620:0:1a10:7764:a9c5:325f:4e7b:c333	Sent: 4/29/2026 5:21:40 AM Viewed: 4/29/2026 5:48:33 AM Signed: 4/29/2026 5:48:38 AM
Electronic Record and Signature Disclosure: Accepted: 4/29/2026 5:48:33 AM ID: 638ed3bc-a5c2-4baa-951d-739dc30c8e45		
Craig McMillen Ed.D cmcmillen@c-tec.edu Security Level: Email, Account Authentication (None)	Signed by: Craig McMillen Ed.D FB1991298C714BC... Signature Adoption: Pre-selected Style Using IP Address: 208.108.139.68	Sent: 4/29/2026 5:48:39 AM Viewed: 4/29/2026 10:59:52 AM Signed: 4/29/2026 11:00:14 AM
Electronic Record and Signature Disclosure: Accepted: 4/29/2026 10:59:52 AM ID: 5d9b2702-a29b-44ec-8dcc-a5203a0ca903		

Signer Events	Signature	Timestamp
Michelle M. Snow msnow@c-tec.edu Superintendent Security Level: Email, Account Authentication (None)	Signed by: 5EBC012689744E6... Signature Adoption: Pre-selected Style Using IP Address: 208.108.141.41	Sent: 4/29/2026 11:00:16 AM Viewed: 4/29/2026 5:30:49 PM Signed: 4/29/2026 5:31:19 PM

Electronic Record and Signature Disclosure:
Accepted: 4/29/2026 5:30:49 PM
ID: 89b0cf2b-b343-4a1f-8180-a4cdb2ebdbcd

In Person Signer Events	Signature	Timestamp

Editor Delivery Events	Status	Timestamp

Agent Delivery Events	Status	Timestamp

Intermediary Delivery Events	Status	Timestamp

Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp

Witness Events	Signature	Timestamp

Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	4/28/2026 1:51:17 PM
Certified Delivered	Security Checked	4/29/2026 5:30:49 PM
Signing Complete	Security Checked	4/29/2026 5:31:19 PM
Completed	Security Checked	4/29/2026 5:31:19 PM

Payment Events	Status	Timestamps

Electronic Record and Signature Disclosure

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