Docusign Envelope ID: 85F65B18-26AE-8322-804E-2F4C0F1FD2BC

Department of Education & Workforce
Career Pathway Support Networks
Central Region

CENTRAL OHIO TECHNICAL COLLEGE

# Bilateral Articulation Agreement

May 1, 2026

## Between

| | | |
|---|---|---|
| Central Ohio Technical College | and | C-TEC Engineering & Science Technologies Program |
| Engineering Technology | | at Watkins Memorial High School |

This agreement, entered into for 2026-2028, is based on a review of the Engineering and Science Technologies program of study at C-TEC located at Watkins Memorial High School and the Engineering 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 at Watkins Memorial High School students who successfully complete the academic and technical competencies required for the Engineering and Science Technologies program to receive college credit for certain courses in the Engineering 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 Engineering 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 5FBC012689714E6... | 5/8/2026 | Signed by: Gregory Ferenchak 808290AEA6BE4C5... | 5/7/2026 |
| Michelle M. Snow<br>Superintendent | Date | Dr. Greg Ferenchak<br>Provost | Date |
| DocuSigned by: Alyssa Johnston 804E42449114413... | 5/8/2026 | Signed by: Marcie Moore 3FC4C252BFB54BA... | 5/7/2026 |
| Alyssa Johnston<br>Director of Satellite | Date | Marcie Moore, DM<br>Dean of Technical Studies | Date |
| | | Signed by: Timothy Goetz AF0630354864409... | 5/7/2026 |
| | | Timothy Goetz<br>Associate Director of Technical Studies | 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 Engineering & Science Technologies Program at C-TEC at Watkins Memorial High School 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 | | | |
|---|---|---|---|
| **Engineering Technology** | | | |
| **Course Number** | **Course Name** | **Hours** | **Notes** |
| ENGR-101 | Introduction to Engineering and Occupational Safety | 2.0 | |
| MANF-100 | Principles of Machining | 2.0 | |
| | | | |
| | | | |
| ***CTAG Opportunity: Students in this pathway may have the opportunity to receive college credit through the CTAG system.*** | | | |

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# Central Ohio Technical College

**Instructor Recommendation Form**
**For**
**Agreement Between**

***Central Ohio Technical College*** ***Engineering Technology*** **AND** ***C-TEC Engineering and Science Technologies At Watkins Memorial High School***

## 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 Engineering and Science Technologies 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 |
|---|---|---|---|---|
| ENGR-101 | 2.0 | | | |
| MANF-100 | 2.0 | | | |

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

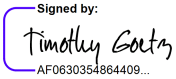
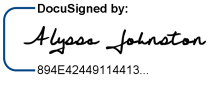
***CTAG Opportunity: Students in this pathway may have the opportunity to receive college credit through the CTAG system.***

## Certificate Of Completion

Envelope Id: 85F65B18-26AE-8322-804E-2F4C0F1FD2BC
Status: Completed
Subject: Complete with Docusign: C-TEC Watkins Engineering 2026-2028.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: 70.185.88.169

## Record Tracking

Status: Original
5/1/2026 10:59:34 AM
Holder: Carrie Giles
giles.58@mail.cotc.edu
Location: DocuSign

| Signer Events | Signature | Timestamp |
|---|---|---|
| Timothy Goetz<br>goetz.152@mail.cotc.edu<br>Security Level: Email, Account Authentication (None) | Signed by:<br>  <br>AF0630354864409...<br>Signature Adoption: Pre-selected Style<br>Using IP Address:<br>2620:0:1a10:7764:30a0:173:deca:410c | Sent: 5/1/2026 11:02:32 AM<br>Resent: 5/4/2026 7:48:27 AM<br>Resent: 5/6/2026 7:10:09 AM<br>Viewed: 5/7/2026 9:13:05 AM<br>Signed: 5/7/2026 9:13:15 AM |
| **Electronic Record and Signature Disclosure:**<br>Accepted: 5/7/2026 9:13:05 AM<br>ID: 0ffcae0a-62f3-4497-b846-960287ad5c8a | | |
| Marcie Moore<br>moore.5604@mail.cotc.edu<br>Security Level: Email, Account Authentication (None) | Signed by:<br> <br>3FC4C252BEB54BA...<br>Signature Adoption: Pre-selected Style<br>Using IP Address:<br>2620:0:1a10:7722:9de5:2bd6:ee44:7c11 | Sent: 5/7/2026 9:13:17 AM<br>Viewed: 5/7/2026 9:16:19 AM<br>Signed: 5/7/2026 9:16:38 AM |
| **Electronic Record and Signature Disclosure:**<br>Accepted: 5/7/2026 9:16:19 AM<br>ID: 72633c6b-abb8-4466-9f77-0804394ae55e | | |
| Gregory Ferenchak<br>ferenchak.7@mail.cotc.edu<br>Security Level: Email, Account Authentication (None) | Signed by:<br> <br>808290ADA6EE4C5...<br>Signature Adoption: Pre-selected Style<br>Using IP Address:<br>2620:0:1a10:7764:2d39:120c:31de:6d2b | Sent: 5/7/2026 9:16:40 AM<br>Viewed: 5/7/2026 9:24:08 AM<br>Signed: 5/7/2026 9:24:16 AM |
| **Electronic Record and Signature Disclosure:**<br>Accepted: 5/7/2026 9:24:08 AM<br>ID: 81cbee1e-64d8-4439-bf92-2051026fb1c8 | | |
| Alyssa Johnston<br>ajohnston@c-tec.edu<br>Security Level: Email, Account Authentication (None) | DocuSigned by:<br>  <br>894E42449114413...<br>Signature Adoption: Pre-selected Style<br>Using IP Address: 74.218.2.43 | Sent: 5/7/2026 9:24:17 AM<br>Viewed: 5/8/2026 11:03:01 AM<br>Signed: 5/8/2026 11:03:06 AM |
| **Electronic Record and Signature Disclosure:** | | |

| Signer Events | Signature | Timestamp |
|---|---|---|
| Accepted: 5/8/2026 11:03:01 AM<br>ID: 22f81310-9a81-4cf5-8309-29672517b368 | | |
| Michelle M. Snow<br>msnow@c-tec.edu<br>Superintendent<br>Security Level: Email, Account Authentication (None) | Signed by:<br> <br>5EBC012689744E6...<br>Signature Adoption: Pre-selected Style<br>Using IP Address: 208.108.139.68 | Sent: 5/8/2026 11:03:08 AM<br>Viewed: 5/8/2026 1:33:11 PM<br>Signed: 5/8/2026 1:33:25 PM |
| **Electronic Record and Signature Disclosure:**<br>Accepted: 5/8/2026 1:33:11 PM<br>ID: 2faf32f9-0a0a-455b-86cd-5338cfc3f0c2 | | |
| **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 | 5/1/2026 11:02:32 AM |
| Certified Delivered | Security Checked | 5/8/2026 1:33:11 PM |
| Signing Complete | Security Checked | 5/8/2026 1:33:25 PM |
| Completed | Security Checked | 5/8/2026 1:33:25 PM |

| Payment Events | Status | Timestamps |
|---|---|---|
| **Electronic Record and Signature Disclosure** | | |

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