Docusign Envelope ID: E24BC4EE-5128-8C1C-8287-EC3D1FC4C7CB

Department of Education & Workforce
Career Pathway Support Networks
Central Region

CENTRAL OHIO TECHNICAL COLLEGE

# Bilateral Articulation Agreement

April 28, 2026

## Between

Central Ohio Technical College — Business Management Technology

and

Eastland-Fairfield Career Center — Marketing/Logistics Management

This agreement, entered into for 2026-2028, is based on a review of the Marketing/Logistics Management program of study at Eastland-Fairfield Career Center and the Business Management 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 Eastland-Fairfield Career Center students who successfully complete the academic and technical competencies required for the Marketing/Logistics Management program to receive college credit for certain courses in the Business Management 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 Business Management Technology 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

**Eastland-Fairfield CC**

Signed by:
Shelley Groves
260FE8BD11FF4AA...
4/30/2026
Shelley Groves
Superintendent
Date

Signed by:
Jennifer Blackstone
9AD461396179432...
4/30/2026
Jennifer Blackstone
Assistant Superintendent
Date

**Central Ohio Technical College**

Signed by:
Gregory Ferenchak
8C8290ADA6EE4C5...
4/30/2026
Dr. Greg Ferenchak
Provost
Date

Signed by:
Marcie Moore
3FC4C252BEB54BA...
4/28/2026
Marcie Moore, DM
Dean of Technical Studies
Date

Signed by:
Dr. Kimberly Goudy
D4E2CDEC29BB492...
4/28/2026
Kimberly Goudy
Professor
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 Marketing/Logistics Management Program at Eastland-Fairfield 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 | | | |
|---|---|---|---|
| **Business Management Technology** | | | |
| **Course Number** | **Course Name** | **Hours** | **Notes** |
| BUS-226 | 21st Century Skills | 3.0 | |
| BUS-156 | Spreadsheet Applications | 3.0 | |
| BUS-212 | Customer Relations and Sales | 3.0 | |
| | | | |
| ***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*** | | ***Eastland-Fairfield CC*** |
| ***Business Management Technology*** | **AND** | ***Marketing/Logistics Management*** |

## 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 Marketing/Logistics Management 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 |
|---|---|---|---|---|
| BUS-226 | 3.0 | | | |
| BUS-156 | 3.0 | | | |
| BUS-212 | 3.0 | | | |

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

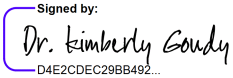
***CTAG Opportunity: Students in this pathway may have the opportunity to receive college credit through the CTAG system. Students must complete the:*** **Career-Technical Credit Transfer (CT)² Verification of Course/Program Completion** ***form in order to receive CTAG credits.***

## Certificate Of Completion

Envelope Id: E24BC4EE-5128-8C1C-8287-EC3D1FC4C7CB
Status: Completed
Subject: Complete with Docusign: EFCC Marketing Logistics 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: 64.113.177.251

## Record Tracking

Status: Original
4/28/2026 9:53:04 AM
Holder: Carrie Giles
giles.58@mail.cotc.edu
Location: DocuSign

| Signer Events | Signature | Timestamp |
|---|---|---|
| Dr. Kimberly Goudy<br>goudy.23@mail.cotc.edu<br>Security Level: Email, Account Authentication (None) | Signed by:<br>  <br>D4E2CDEC29BB492...<br>Signature Adoption: Pre-selected Style<br>Using IP Address:<br>2620:0:1a10:7721:8dd0:853:77f0:5041 | Sent: 4/28/2026 9:55:29 AM<br>Viewed: 4/28/2026 10:12:50 AM<br>Signed: 4/28/2026 10:13:06 AM |
| **Electronic Record and Signature Disclosure:**<br>Accepted: 4/28/2026 10:12:50 AM<br>ID: 3c933a4a-504b-4ce4-8dd8-4da049f7f6ea | | |
| 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: 74.129.5.248 | Sent: 4/28/2026 10:13:07 AM<br>Viewed: 4/28/2026 10:38:37 AM<br>Signed: 4/28/2026 10:39:13 AM |
| **Electronic Record and Signature Disclosure:**<br>Accepted: 4/28/2026 10:38:37 AM<br>ID: ef945aef-e28e-4f99-b794-fea38126549d | | |
| 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:f8fe:ba9c:d9e2:e9d8 | Sent: 4/28/2026 10:39:14 AM<br>Resent: 4/30/2026 10:02:38 AM<br>Viewed: 4/30/2026 1:03:32 PM<br>Signed: 4/30/2026 1:03:39 PM |
| **Electronic Record and Signature Disclosure:**<br>Accepted: 4/30/2026 1:03:32 PM<br>ID: e79b3c47-0050-43bb-9d5d-6ce191cecfda | | |
| Jennifer Blackstone<br>jblackstone@efcts.us<br>Security Level: Email, Account Authentication (None) | Signed by:<br> <br>9AD461396179432...<br>Signature Adoption: Pre-selected Style<br>Using IP Address: 64.113.185.196 | Sent: 4/30/2026 1:03:40 PM<br>Viewed: 4/30/2026 1:19:36 PM<br>Signed: 4/30/2026 1:19:43 PM |
| **Electronic Record and Signature Disclosure:**<br>Accepted: 4/30/2026 1:19:36 PM<br>ID: 8fc0e845-9948-447d-b560-29b70cdcfc8f | | |

| Signer Events | Signature | Timestamp |
|---|---|---|
| Shelley Groves<br>sgroves@efcts.us<br>Superintendent<br>Security Level: Email, Account Authentication (None) | Signed by:<br> <br>260EF8BD11FF4AA...<br><br>Signature Adoption: Pre-selected Style<br>Using IP Address: 64.113.185.196 | Sent: 4/30/2026 1:19:44 PM<br>Viewed: 4/30/2026 1:27:21 PM<br>Signed: 4/30/2026 1:27:29 PM |

**Electronic Record and Signature Disclosure:**
Accepted: 4/30/2026 1:27:21 PM
ID: ce7cb956-5f7f-486c-a2d1-4cc821d6513f

| 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 9:55:29 AM |
| Certified Delivered | Security Checked | 4/30/2026 1:27:21 PM |
| Signing Complete | Security Checked | 4/30/2026 1:27:29 PM |
| Completed | Security Checked | 4/30/2026 1:27:29 PM |

| Payment Events | Status | Timestamps |
|---|---|---|

| Electronic Record and Signature Disclosure |
|---|

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If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

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You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:
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