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# Bilateral Articulation Agreement

April 20, 2017

## Between

| Central Ohio Technical College<br>Criminal Justice Technology | and | Lancaster High School<br>Criminal Justice Program |
|---|---|---|

This agreement, entered into for 2017-2019, is based on a review of the Criminal Justice program of study at Lancaster High School 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 Lancaster High School 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 Tech Prep 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 must meet all college entrance, general admission and program specific requirements and complete the Accuplacer or ACT assessment.
- 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 student's scores on the college's required placement test(s). 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**

| **Lancaster City Schools** | | **Central Ohio Technical College** | |
|---|---|---|---|
| DocuSigned by: Steve Wigton<br>Steve Wigton<br>Superintendent | 4/21/2017<br>Date | DocuSigned by: Bonnie L. Coe, Ph.D<br>Bonnie L. Coe, Ph.D.<br>President | 4/21/2017<br>Date |
| DocuSigned by: Anthony Knickerbocker<br>Anthony Knickerbocker<br>Director | 4/21/2017<br>Date | DocuSigned by: Dr. Lauri White<br>Lauri White, Ed. D.<br>Vice President for Academic Affairs | 4/20/2017<br>Date |
| | | DocuSigned by: Kevin Reardon<br>Kevin Reardon<br>Director | 4/20/2017<br>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 Lancaster High School starting the academic year 2017-2019, 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-105 | Ethics in Criminal Justice | 2.0 | |
| LET-125 | Basic Investigations | 3.0 | |
| *LET-100* | *Introduction to Criminal Justice—This course must be accessed through the CTAG process (see instructions below)* | 3.0 | *students may be eligible to access this course based on high school course curriculum—refer to CTAG verification form |
| | | | |
| ***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.*** | | | |

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# Central Ohio Technical College

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

***Central Ohio Technical College*** ***Lancaster High School***
***Criminal Justice***

***Criminal Justice Technology*** **AND**

## 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 | Tech Prep Instructor Signature | Grade | Date |
|---|---|---|---|---|
| LET-105 | 2.0 | | | |
| LET-125 | 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.***