

# Capital Area College Tech-Prep Consortium ARTICULATION AGREEMENT

## PROGRAM AREA

Name of Tech-Prep Program to be Articulated  <b>Computer Information Technology</b>	Date  <b>December 2010</b>
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## EDUCATIONAL PARTNERS

Name of College  <b>Austin Community College</b>	Name of ISD/CISD  <b>Liberty Hill Independent School District</b>
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Conditions of this Tech-Prep Articulation Agreement were formulated through meetings with representatives of the educational partners, as well as relevant employers, during which agreement was reached on student evaluation criteria, course content, and appropriate exit competencies. Under this agreement, the following conditions of articulation are hereby set forth.

### 1.0 Credit-in-Escrow

1.01 Course(s) that can be held as "credit-in-escrow" under this agreement are listed as follows.

Secondary Course Name and Number	Credit Awarded	Post-Secondary Equivalent Name And Number	Credit-in-Escrow Which can be Awarded
<b>Business Information Management I (BUSIM1) PEIMS #13011400</b> OR <b>Principles of Information Technology (PRINIT) PEIMS #13027200</b>	1	<b>ITSC 1309 Integrated Software Applications I</b>	3

Special Note: High school work transported to the college level is called "Credit-in-Escrow." This means high school work in Tech-Prep courses can be claimed as "Credit-in-Escrow" at Austin Community College (after successful enrollment) for the amount of credit shown at the right.	Total Credits  <b>3</b>
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### 2.0 Transfer

2.01 Upon entry to Austin Community College (ACC), the student must meet all of the ACC admission requirements to be eligible for program continuation or credit via articulation.

- 2.02 The student must enroll in ACC within 24 months of high school graduation. Credit for high school courses taken beyond the 24-month limit may be granted through a petition to the appropriate ACC Dean. Students may be required to take an ACC challenge exam if courses in question are beyond the 24-month time limit.
- 2.03 Students must successfully complete, at least one ACC credit course before "Credits-in-Escrow" will be applied to their ACC Transcript.
- 2.04 The school district will ensure that students in articulated courses are enrolled in the Career and Technology Education Management Application (CATEMA) and/or that a Credit-in Escrow Request form is submitted to the Tech Prep office.
- 2.05 Students must have successfully completed each specified high school course with an end-of-course overall average of 80 or better in order for Credit-in-Escrow to be awarded.
- 2.06 The ACC Admissions and Records Office will be responsible for evaluating the official high school transcript and awarding articulated credit based on the conditions outlined in the Tech-Prep Articulation Agreement.
- 2.07 All Tech-Prep Articulation Agreements must be kept on file with the ISD/CISD, the appropriate ACC Department, and the Capital Area College Tech Prep Consortium Office
- 2.08 Students will not be charged tuition or fees for Credits-in-Escrow earned under this agreement.

### 3.0. Other/General

- 3.01 The ISD/CISD agrees to incorporate all course outcome objectives, TEA Texas Essential Knowledge and Skills (TEKS), Workforce Education Course Manual (WECM) requirements, and course competencies developed and approved under this articulation agreement as part of the high school articulated courses.
- 3.02 The ACC agrees to support the Tech-Prep six-year curriculum plan for the designated discipline to be offered from Grade 9 through the Associate Degree.
- 3.03 The ISD/CISD and the ACC will participate in an annual review of this Articulation Agreement and the courses included therein to assist in the continued refinement of the Tech-Prep education plan.
- 3.04 ISD/CISD faculty who teach the ACC courses at the high school for articulated credit granted under this agreement should have the same teaching credentials as required of the ACC faculty.
- 3.05 Implementation of Tech-Prep courses under this agreement must follow Tech-Prep guidelines and procedures as defined by federal guidelines and the Capital Area College Tech Prep Consortium.
- 3.06 Parties involved in this agreement pledge to make every effort possible to support successful completion of education plans for all Tech-Prep enrolled students.

### 4.0 Special Conditions

- 4.01 Special conditions related to this agreement are as follow:

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## 5.0 Effective Dates/Termination

- 5.01 This agreement becomes effective when all parties agree, by their signatures, to accept the conditions set forth in this document and until such time as notice is made to terminate.
- 5.02 Notification to end this agreement must be submitted no less than six months prior to the intended date of termination. This petition must be submitted in writing, by the authorized representative of the respective institution making the petition, and delivered to the second party to the agreement. Delivery of the intent to terminate will constitute formal notification and will serve as grounds for termination after six months following the date of delivery. Upon termination of the agreement, any currently enrolled students with an approved Tech-Prep education plan on file with the ISD/CISD will be permitted to complete their respective programs.

### Signatures of Commitment

With the signatures below, each partner acknowledges a commitment to accommodate effectively the conditions of this agreement as stated above.

#### **Liberty Hill ISD**

\_\_\_\_\_  
Teacher or Department Chair (if applicable) Date

\_\_\_\_\_  
CTE Director or District Tech-Prep Liaison Date

\_\_\_\_\_  
Principal Date

\_\_\_\_\_  
Curriculum Supervisor Date

\_\_\_\_\_  
Superintendent or Designee Date

#### **Austin Community College District**

\_\_\_\_\_  
CACTPC Executive Director Date

\_\_\_\_\_  
Department Chair Date

\_\_\_\_\_  
Dean Date

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Vice President Workforce Education and Business Development Date

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Executive Vice President College Operations Date