

CTE DUAL CREDIT ARTICULATION AGREEMENT

CAREER CLUSTER: _____ **CAREER PATHWAY:** _____

COLLEGE PROGRAM: _____

The purpose of this agreement is to grant college credit to high school students who have achieved the level of knowledge and skill required for the college-equivalent entry-level course(s) identified in this agreement. Articulation procedure for both students & teachers are outlined below.

The following College Name course is approved for CTE Dual Credit Articulation
with the School District Name class below:

High School Class	Articulation Title	College Course	Course #	# of Credits

STUDENT ARTICULATION PROCEDURE:

1. Sign up for an eligible high school class(es) through standard high school registration process.
2. While enrolled in the eligible course, student to register with PNWCC online in the CTE Dual Credit Enrollment & Reporting System: www.CTESERS.org
3. Prior to June 15th deadline, student shall pay a **\$50** non-refundable consortium fee to **PNW College Credit**; Fee is payable online at PNWcollegecredit.org/PAY or by check/money order. Fee waivers are available for those who require financial assistance. Fee is subject to change.
4. In order to earn credit, students must:
 - a. earn a grade of 'B' (3.0) or better in all class/es required by articulation agreement
 - b. complete all skills identified on college course competency
 - c. if an exam or portfolio review of completed work is required, students must receive a passing score (determined by college or industry certification)
5. Upon successful completion of all steps above as well as their high school teacher's endorsement that the competency requirements have been met and, college credit will be granted.

HIGH SCHOOL INSTRUCTORS AGREE TO:

1. Ensure that all students receive a class syllabus **that includes information about the CTE Dual Credit program** and procedure students follow in order to earn college credit.
2. Must hold students accountable for same competency standard and **all course expectations** as required by the college-equivalent course (**see competency list**).
3. *If required by the articulation*, instructor will ensure students are prepared to take required industry certification exams, complete a professional portfolio documenting their work, or take a final exam to measure level of skill and competence regarding the coursework.
4. **Submit final grades for all students** on SERS roster (registered in SERS) before June 25th deadline.
5. **Attend all scheduled meetings**, workshops, and/or in-service activities that enhance high school/college partnership, and support implementation and maintenance of the CTE Dual Credit agreement/program.

ARTICULATION REVIEW & RENEWAL:

Program facilitators, college administrators/instructors, and high school CTE directors/instructors will meet regularly to review and revise this articulation agreement. Agreements to be reviewed/re-signed as is necessary due to changes in either the High School class or College course content. Minor revisions to agreement are allowed via phone call or email.

Individual "Teacher Verification" forms must be signed & submitted annually

PARTICIPATING INSTITUTIONS

We, the undersigned representatives of Pacific NW College Credit consortium, hereby agree to all provisions of this articulation agreement for the specified class/course. We have reviewed the course competencies, and we understand the process by which students may be granted college credit through the CTE Dual Credit program. We agree to commit the necessary staff/faculty time and resources to ensure successful implementation of the program.

AUTHORIZING SIGNATURES

HIGH SCHOOL TEACHER

DATE

SCHOOL DISTRICT CTE DIRECTOR

DATE

COLLEGE ADMINISTRATOR

DATE

PNW COLLEGE CREDIT DIRECTOR

DATE