Articulated Competency-Based Courses

1. General Requirements for Articulated Courses

The following general requirements will apply to all students seeking college credit at CCAC, through the articulated course agreement:

Applicants for advanced credit must meet the College's requirements for admission, plus any specific program requirements if applicable, and register as a CCAC student.

An official high school transcript and/or related test results, plus an Application for Credit by Articulation (Appendix C) must be submitted to the College by the student.

Application for advanced credit by articulation must be made within two years after course work at the Job Corps has been completed. When more than two years have elapsed, evaluation and acceptance of credit shall be at the discretion of the appropriate College authorities.

College transcripts will not reflect articulated courses until the student has completed one course as a resident student at CCAC.

The maximum number of college credits which can be obtained through articulated courses or advanced placement is 15.
2. Articulation Methods

The following sections define methods which may be used to obtain college credit through the articulation of competency-based courses: Career/Technology Competency-Based Course Equivalency; and Credit by Examination.

Description:

Career/Technical Competency-Based Course Equivalency – Specific courses, especially those of a career or technical nature, that are competency based, may be acceptable for college credit when a course articulation agreement exists between a school and the college.

Articulation of course equivalency for college credit can occur when a course or series of courses in a high school program is recommended for equivalency credit to the College, and is evaluated by College faculty and administration and found to parallel in substance and content one or more college-level courses. This process is most commonly applied to technical and professional courses.

Identification of equivalency courses may originate at either the high school or college level. In all cases, appropriate high school and college faculty will be asked to review the courses and recommend appropriate action to their respective administrations.

It will be the responsibility of the appropriate College Academic Dean to work with the high school designee to establish a review process and to recommend the final acceptance or denial of articulated credit.

In all cases of acceptance of specific courses for articulation, students must follow the College’s procedure when applying, as outlined in the General Conditions.

Articulation equivalency courses will be reviewed not less than every two years. The process for reviewing competency-based courses is contained in Appendix A.

Costs:

These courses have been evaluated jointly by the Job Corps and the College faculty and articulate directly to CCAC. There are no charges related to these courses.
Agreement and Signatures

The Community College of Allegheny County agrees to implement the articulation methods described in this Agreement, as they apply to the Job Corps which is a party to this agreement, and consequently award college credit to be applied toward a degree, diploma, or certificate at CCAC in all cases where a student has successfully complied with an articulation or advanced placement method contained in this agreement.

_______ Job Corps ___________ agrees to abide with the conditions of review, course evaluation, and other related issues, which are a part of each articulation or advanced placement opportunity described in this agreement, which are implemented in the school district. The _______ Job Corps _______ also agrees to make available and promote articulation with CCAC to its students through appropriate school publications and through the student counseling process.

This Master Articulation Agreement shall be in effect from the date of signature unless cancelled by either party upon thirty (30) days written notification.

[Signatures]

Administrator
Job Corps

[Date]

President
Community College of Allegheny County

[Date]

[Date]
Appendix A

CCAC
Articulation
Course Information and Evaluation Form

The course listed below is being evaluated for articulation by:

____ X Career/Technical Course Equivalency

____ Articulated Credit through Advanced Placement/Honors Course

____ Credit By Examination of Advanced Placement/Honors Course

Course to be evaluated  
HAC 201 – Heating Systems       Date
HAC 202 – Air Conditioning Systems  Date

Job Corps, Bob Gottschalk – Administrative Contact

Address  7175 Highland Drive, Pittsburgh, PA 15206

Phone  412.441.8739 (office)

Contact  James J. Albright - Faculty

Phone  412.441.8700 X 8695

CCAC Evaluator  Art Miller

Phone  412.788.7380

Procedure:

The outline and/or syllabus for the course being evaluated for credit through articulation should be sent to the CCAC person assigned to evaluate it for equivalency. The CCAC evaluator will review all materials provided. When laboratories or shop classes are part of the course, the evaluator will inspect the facility and learning hardware on site. Questions about a course should be addressed to the contact person for resolution. The CCAC evaluator can recommend acceptance for credit without reservation, acceptance for credit with reservation, or can recommend denial. When a course is denied for articulation, the reasons for denial will be stated in sufficient depth to provide guidance to the Job Corps as to action to take to have the course reconsidered.
ARTICULATION EVALUATION AND RECOMMENDATION

___ Recommended without reservation for Advanced Placement Credit equivalent to

CCAC Course ______ HAC 201 – Heating Systems
HAC 202 – Air Conditioning Systems

___ Recommended with reservation for Advanced Placement Credit equivalent to

CCAC Course _____________________________________________________________

Reservation:

___ Not recommended for Advanced Placement Credit for the following reasons:

Art Miller
CCAC Evaluator

6/29/12
Date

Academic Dean

6-29-12
Date

Note: The Academic Dean will notify the applicant of the final recommendation of the CCAC evaluator.
Appendix B

ARTICULATION AGREEMENT

In order to provide secondary school students with a continuum of education without unnecessary duplication of instruction and delay in attaining educational/career objectives, Community College of Allegheny County and Job Corps have entered into this articulation agreement for the program(s) and/or course(s):

<table>
<thead>
<tr>
<th>Secondary School's Course</th>
<th>CCAC</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HAC 201</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>HAC 202</td>
<td>5</td>
<td></td>
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</tbody>
</table>

Credits will be awarded after completion of HAC 101 with a grade of B or better.

Copies of the Course Outline, Articulation Evaluation Form, and other related materials are attached to this agreement.

Before advanced credit can be awarded, the following conditions must be fulfilled:

1. Applicants for advanced credit must meet the College's requirements for admission, plus any specific program requirements, if applicable, and thus become matriculated students.

2. In order for applicants to matriculate under this agreement, they must earn at least a "B" or equivalent in their program and/or courses of study. Students with a "C" may apply for Credit By Examination.

3. An official high school transcript and an Application for Credit by Articulation must be submitted to the College by the student.

4. Application for advanced credit by articulation must be made within two years after course work at the secondary institution has been completed. When more than two years have elapsed, evaluation and acceptance of credit shall be at the discretion of the appropriate College authorities.

5. Applicants will receive advanced credit on their transcript after successful completion of a credit course at the Community College of Allegheny County.

6. The high school will notify the College of any modification in the articulated programs and/or courses during the term of this agreement.

7. This agreement will be in effect until: July 15, 2015

Administrator, Job Corps  
President, CCAC

7-9-12  7-2-12
Appendix C

APPLICATION FOR CREDIT BY ARTICULATION

OFFICE OF RECORDS AND REGISTRATION
COMMUNITY COLLEGE OF ALLEGHENY COUNTY

<table>
<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Last</td>
<td>First</td>
<td>Middle</td>
<td>Maiden Name</td>
<td></td>
</tr>
</tbody>
</table>

Social Security Number _______________________________________________

Address ____________________________________________________________

Telephone (day) ___________________________ (evening) ________________

High School/AVTS attended __________________________________________

Date of Graduation _________________________________________________

Major course of study at CCAC _______________________________________

Student Signature _________________________ Date ________________

FOR OFFICE USE ONLY

Approved

Disapproved

Reason ____________________________________________________________

__________________________________________

Academic Dean's Signature _________________________________________

Date ______________________

Please return this form, the official transcript, and a copy of the Award of Advanced Standing to the Office of Records and Registration.