



## ARTICULATION AGREEMENT

### BETWEEN TERRA STATE COMMUNITY COLLEGE AND SANDUSKY HIGH SCHOOL

This agreement is based on a joint discussion among the faculty and administration which included an evaluation of the applicable course content and instructional methodologies for the following program:

### Advanced Manufacturing

This agreement with the Sandusky High School in Sandusky, Ohio is effective beginning with:

### 2023 graduates

The agreement shall remain in effect for 2 years until it is amended or terminated. Students participating in this program will be eligible to receive academic credit upon completion of the student eligibility and credit awarding requirements.

#### Students are eligible to receive Articulated Academic Credit for following TSCC Course(s):

<i>Terra Course Description(s)</i>	<i>Credit(s)</i>	<i>Evidence Needed</i>
1. MET1040 Intro to Hand and Power Tools	1	Successful completion of a 2 year Career Tech Manufacturing pathway program
2. MET1130 Intro to Machining Processes	2	Successful completion of a 2 year Career Tech Manufacturing pathway program
3. MET1140 Intro to Machining Processes Lab	1	Successful completion of a 2 year Career Tech Manufacturing pathway program
4. MET1320 CNC I	3	Successful completion of a 2 year Career Tech Manufacturing pathway program
5. MFG1020 Safety	1	OSHA 10-hour certification
6. QCT1020 Blueprint Reading	2	Successful completion of a 2 year Career Tech Manufacturing pathway program

#### Student Eligibility and Credit Awarding Requirements

##### Articulated Academic Credit:

- The student must have completed their Career Tech (CT) or Adult Education (AE) program with a grade of "B" or better.
- The student must enroll at Terra State Community College (TSCC) within 2 calendar years after having completed their CT or AE program.
- The student must have completed an application for admission to TSCC; this includes submission of their official high school transcripts to TSCC.
- The student must schedule an appointment with a TSCC Advisor to petition for the articulated academic credit. During this appointment the student must provide evidence (passport, portfolio, certifications, licenses, competency profile etc.) that shows they have successfully completed their CT or AE program and all of the TSCC requirements. In some cases the student may also be required to take an examination.
- The student must complete the next higher level TSCC course in their degree pathway. The course needs to be taken after the student graduates from their CT or AE program.
- Articulated academic credit will be added to the student's official TSCC transcript after completion of the next higher level course. A notation of "CR" will appear on the student's TSCC transcript next to those courses for which articulated credit has been accepted. Acceptance of credit by another institution is at the sole discretion of that institution. It is the student's responsibility to confirm whether credits earned at TSCC will be accepted by another institution.
- In the event that a TSCC course taken as part of the student's CT program during high school or AE program was not a prerequisite for another TSCC course, articulated academic credit will be awarded upon the student's completion of 3 semester credit hours at TSCC. The course taken to achieve the additional credit hours needs to be at the 1000 level or higher. The student must receive a "C" or better in the additional TSCC course. The additional credit hours need to be taken after the student graduates from their CT or AE program.
- All articulated academic credit is granted at the discretion of the Dean of the content area.

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**SAMPLE PROGRAM OF STUDY\***

Sandusky High School

Effective beginning with: 2023 graduates

Program: Advanced Manufacturing

**Terra State Community College Major:****Manufacturing Technology, 2022-2023 catalog**

Course #	Course Title	Credit	Notes
CAD 1110	CAD I	3	CT2
CAD 1320	CAD II	3	
EET 1050	Electricity	3	
MET 1130	Introduction to Machining Processes	2	Articulated
MET 1140	Introduction to Machining Processes Lab	1	Articulated
MET 1320	CNC I	3	Articulated
MET 2200	Hydraulics	3	
ROB 1010	Intro to Robotics	3	
WET 1010	Welding Processes Survey	3	
Elective	Manufacturing Technical	3	
MET 1340	Advanced CNC Lathe	3	
ENG 1050	College Composition I	3	
ENG 1900	Technical Writing for Business and Industry	3	
GEN 1000	First-Year Seminar	1	
MFG 1020	Safety	1	Articulated
MFG 1080	Materials	3	
PHY 1070	Survey of Physics	3	
PHY 1075	Survey of Physics Lab	1	
QCT 1020	Blueprint Reading	2	Articulated
QCT 2300	Lean Manufacturing	3	
SPE 2010	Effective Speaking	3	
Elective	Humanities	3	
Elective	Mathematics	3	
Elective	Social Science	3	

**Total Credit Hours in Major: 62****Definitions:****Articulated**

College credit will be awarded for the course once the student completes the eligibility requirements at TSCC. The student will not need to enroll in the course as part of their major because the college and career center/high school have agreed that the student has acquired the information as part of their CT or AE program. A notation of "CR" will appear on the student's college transcript next to those courses for which articulated credit has been accepted.

**CT2**

Career Technical Credit Transfer, CTAG. Students who successfully complete specific CT or AE courses, programs, or end of course assessments are eligible to receive technical college credit as part of a state initiative. The student will not need to enroll in the course as part of their major because the state has established that the student has acquired the information as part of their CT or AE program. The CT or AE program the student has completed must be approved for the CT2 in order for the student to receive CT2 credit. For more information see the Ohio Department of Higher Education web site: [www.ohiohighered.org/transfer/ct2](http://www.ohiohighered.org/transfer/ct2).

\*The indication of credit does not guarantee credit will be received. Always refer to the student eligibility and credit awarding requirements. Refer to the current college catalog for specific major/course requirements.

**Student should bring their agreement with them when they register for classes at Terra.**  
**Please call TSCC Admissions Office (419) 559-2349 or email [admissions@terra.edu](mailto:admissions@terra.edu) to schedule an appointment.**

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**STATEMENT OF COMMITMENT FROM THE CAREER CENTER/HIGH SCHOOL:**

We have read the proposed agreement and TSCC's Agreement and Articulated Credit Guidelines for Career Tech and Adult Education Programs and understand the requirements for students to be eligible for articulated credits. We agree to deliver the curriculum that has been aligned with the college course(s) listed on this agreement and our students will be assessed as agreed upon with TSCC.

DocuSigned by:  
*Matt Root*  
8ED6C153A28D425...  
Matt Root, Instructor  
Advanced Manufacturing  
Sandusky High School

DocuSigned by:  
*Brandy Bennett*  
1F7D81AA3512439...  
Brandy Bennett, Career Tech Director  
Sandusky High School

**COLLEGE APPROVALS:**

DocuSigned by:  
*Andrew Shella*  
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Andrew Shella, Ph.D., Dean  
Technology and Skilled Trades  
Terra State Community College

DocuSigned by:  
*William Taylor*  
CE62257DEA9A453...  
William Taylor  
Vice President for Academic Affairs  
Terra State Community College

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**AGREEMENT CONTENT REVIEW:**

Agreement content reviews may be done occasionally to ensure accuracy of an agreement. Agreement content reviews can only be done by Terra Division Deans. Only 2 agreement content reviews are authorized on an agreement; after that a formal review by the appropriate faculty is needed. If a change is noted during the content review a document revision must be done.

Name of Agreement being reviewed:

**Advanced Manufacturing program at Sandusky High School**

The content in this agreement has been reviewed and found to be accurate for use.

Name:

Division/Title:

Date Reviewed:

_____	_____	_____
_____	_____	_____

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## CAREER TECH AND ADULT EDUCATION PROGRAM ARTICULATION AGREEMENT AND ARTICULATED CREDIT GUIDELINES

### **PURPOSE:**

To describe the methods used when implementing an articulation agreement, renewing and amending an articulation agreement and awarding articulated credit (alternative credit) to students who have participated in a Career Tech (CT) program through a career center or high school or an Adult Education (AE) program through a career center.

### **AGREEMENT PROCESS**

#### **Implementation:**

The request for an articulation agreement may be initiated by the college, career center, high school or adult education program. A joint discussion among the faculty and administration from both institutions will convene to discuss interest and feasibility. If an agreement is deemed feasible, courses available, credit being awarded and terms and conditions will be documented in an articulation agreement for signatures from all interested parties. The new articulation agreement will be communicated to any additional interested parties as needed.

#### **Renewal/Amend:**

Articulation agreements will be periodically evaluated to ensure that they are accurate and are being effectively utilized. If an evaluation indicates that no revisions are needed, the area division Dean will sign-off on the Agreement Content Review sheet and the agreement will be renewed/left as is. If an evaluation indicates that revisions are needed the agreement will be amended through the implementation process. A request for an additional evaluation of an agreement may be initiated by the college, career center, high school or adult education program.

#### **Termination:**

Any institution that has signed an articulation agreement may terminate the agreement with or without cause. In the event of an agreement termination the terminating institution will notify the other institution of the termination. Students under the agreement enrolled at the college before the agreement termination shall continue to receive the benefits contemplated by said agreement.

## **STUDENT ELIGIBILITY AND CREDIT AWARDING REQUIREMENTS**

### **Articulated Academic Credit:**

1. The student must have completed their CT or AE program with a grade of "B" or better.
2. The student must enroll at Terra State Community College (TSCC) within 2 calendar years after having completed their CT or AE program.
3. The student must have completed an application for admission to TSCC; this includes submission of their official high school transcripts to TSCC.
4. The student must schedule an appointment with a TSCC Advisor to petition for the articulated academic credit. During this appointment the student must provide evidence (passport, portfolio, certifications, licenses, competency profile etc.) that shows they have successfully completed their CT or AE program and all of the TSCC requirements. In some cases the student may also be required to take an examination.
5. The student must complete the next higher level TSCC course in their degree pathway. The course needs to be taken after the student graduates from their CT or AE program.
6. Articulated academic credit will be added to the student's official transcript after completion of the next higher level course. A notation of "CR" will appear on the student's college transcript next to those courses for which articulated credit has been accepted.
7. In the event that a TSCC course taken as part of the student's CT program during high school or AE program was not a prerequisite for another TSCC course, articulated academic credit will be awarded upon the student's completion of 3 semester credit hours at TSCC. The course taken to achieve the additional credit hours needs to be at the 1000 level or higher. The student must receive a "C" or better in the additional TSCC course. The additional credit hours need to be taken after the student graduates from their CT or AE program.
8. All articulated academic credit is granted at the discretion of the Dean of the content area.

### **REFERENCE DOCUMENTS**

Articulation Agreements

Petition for Credit form

TSCC Web Site

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