

**Career and Technical Education  
Tallahassee Community College & Hamilton County School Board  
Career Pathways Articulation Agreement  
2015-2016**

Articulation is a method of granting college level course credit for learning and skills accomplished as part of secondary school instruction. The secondary school and Tallahassee Community College (TCC) will maintain the integrity of their separate programs and enter into this agreement as cooperating educational institutions.

TCC will work with the high school to establish Career Pathways to serve Career and Technical Education (CTE) students. Agreement will be developed during the year, and this agreement will be amended as agreements are completed.

**Student Qualifications**

Students must meet all TCC admission requirements and present evidence of the following:

1. Successful completion of the articulated secondary technical program of study with a grade of 2.5 (on a 4.00 scale) or better.
2. Completion of Tallahassee Community College placement testing requirements.
3. Graduation from secondary school no more than 18 months prior to enrollment at Tallahassee Community College.
4. Enrollment in an A.S. or certificate program appropriate to the credit to be awarded for the specified exemption exam or industry certification. Completion of 9 credit hours in the A.S. or certificate program is required in order for the career pathway credit to be applied to the college transcript.

**Procedure**

1. The secondary school instructor provides evidence of completion to the district Career and Technical Education contact who forwards the information to the TCC's Career Pathways contact.
2. TCC's Career Pathway Specialist will issue a letter to students who have successfully completed the secondary Career Pathway program as reported by the district Career and Technical Education contact informing students of the Career Pathway articulation agreement opportunities.

## **Conditions of Agreement**

1. Hamilton County High School faculty members and TCC faculty members will review course textbooks, syllabi, and other institutional materials as needed in order to develop articulated programs of study.
2. Hamilton County High School and TCC will review the list of articulated programs of study annually. Changes will be made as necessary based on changes in program offerings and outcomes.
3. Hamilton County High School and TCC will cooperate in publicizing this program to secondary school students in order to ensure that they are aware of these opportunities.
4. TCC will not charge tuition for any courses for which a student receives articulated credit.

This agreement may be terminated at any time by either Hamilton County High School or Tallahassee Community College through providing thirty (30) days' notice. In the event of a termination, both schools agree that students who are currently in secondary courses and working toward fulfilling the competencies or who are in their first semester at TCC will be allowed to complete the articulated credit.

This agreement will remain in effect and will be reviewed annually by the articulation committee and incorporated into the dual enrollment articulation agreement. The articulation committee will be composed of the Vice President for Academic Affairs of Tallahassee Community College, Dean for Technology and Professional Programs of Tallahassee Community College, District Representative for Hamilton County Schools, the TCC Career Pathways Specialist and others as so designated.

High School Career Pathway	TCC A.S. Degree or Certificate	Assessment	Articulated Credit
<b>Digital Design</b> 8209410 Design I 8209520 Design II	Graphic and Web Design Technology, A.S. And/or Graphic Design Support Certificate And/or Web Technologies, A.S. And/or Web Technologies Certificate	Completion of the high school Digital Design Program	GRA1111C Graphic Design I (3 credit hours)
<b>Allied Health</b> 8417100 Health Sciences I 8417110 Health Sciences II 8417120 Health & Wellness 3	Health Information Technology, A.S. And/or Health Informatics Specialist Certificate And/or Medical Coding and Billing Specialist Certificate And/or Emergency Medical Services, A.S. And/or Emergency Medical Technician Certificate	Completion of the high school Allied Health Program	HSC2531 Medical Terminology (3 credit hours)

IN WITNESS WHEREOF, the School Board of Hamilton County, Florida and The District Board of Trustees, Tallahassee Community College, Florida have adopted this agreement and caused it to be executed by their respective chairs and chief executive officers, in accordance with Section 1007.271, F.S., Dual Enrollment Articulation Agreements.

Date 6/20/16  
Chair, The District Board of Trustees,  
Tallahassee Community College, Florida

Date 6/20/16  
President, Tallahassee Community College

Date \_\_\_\_\_  
Chair, Hamilton County School Board

Date \_\_\_\_\_  
Superintendent, Hamilton County School District

Date 8/1/16  
Career & Technical Education Coordinator, Hamilton County Schools