

# **ARTICULATION AGREEMENT**

## **Yavapai County Tech Prep Consortium Yavapai Community College**

### **◆ What is Tech Prep/Yavapai Community College Articulation?**

This articulation is an agreement between secondary schools and Yavapai Community College which coordinates educational programs and produces educational advantages for students.

### **◆ Statement of Intent**

The purpose of the Tech Prep program is to provide a pathway through which participants at the high school level will be granted college credit for specific articulated courses leading toward a degree or certificate at Yavapai Community College.

### **◆ Procedures**

1. Students who intend to apply Tech Prep credits toward a degree or certificate at Yavapai Community College must expect to graduate from a participating program in a school district that is a member of the Yavapai County Tech Prep Consortium.
2. Students are responsible for applying for Tech Prep status at Yavapai Community College at the time they make application for admission to the college. Students must request high school transcripts to be evaluated by the registrar. A student must enroll at Yavapai Community College within two years after high school graduation in order to be eligible under this agreement. If the time limit has expired, eligibility will be considered on a case by case basis.
3. Students are responsible for applying for Tech Prep credit for high school courses after successfully completing at least six credit hours at Yavapai Community College. These must be required credits for the articulated program. Independent study, cooperative education, internship or practicum courses do not count as part of the six credit hour minimum requirement. The student will be notified by the registrar regarding the status of his/her request.
4. All new full-time faculty and administrators directly involved in the articulation agreement must attend training activities regarding the articulation plan. Site facilitators will coordinate all local training activities. Equivalency credits for articulated courses will become part of the total number of credits required for program completion. Tech Prep credit, earned at the secondary level, will be held in “escrow” until the student successfully enrolls at Yavapai Community College and completes the minimum number of credit hours.

5. The maximum amount of Tech Prep credit, earned while in high school, is 9 credit hours. Additional credits will be awarded on a case by case basis.
6. The student who elects to participate in the Tech Prep program will receive career counseling while in high school and/or Yavapai Community College regarding career goal options available to him/her.

◆ **Articles of Agreement**

1. Articulating students will meet and maintain all entrance standards, prerequisites, and academic standards of Yavapai Community College and intended program(s) of study. Students must earn at least a “B” in each of the high school articulated courses.
2. Successful completion of the secondary portion of the Tech Prep program will become part of the student’s permanent record and will be forwarded to Yavapai Community College upon request by the student.
3. Tuition will not be charged for those Tech Prep articulated courses taken by the student under this arrangement while attending high school. Applicable fees may apply for transfer of credit.

◆ **Articulation Agreement Review and Change:**

1. An annual review of the Articulation Agreement and process will be conducted. All superintendents, secondary principals, occupational administrative personnel, site facilitators and appropriate Yavapai Community College personnel will be invited to provide input and review and revision each spring.
2. An annual articulation of all courses will take place each spring. All teachers of secondary and Yavapai Community College occupations programs and industry representatives will be invited to provide input for each of the articulated courses and course competencies.

◆ **Participating Institutions and Curriculum Areas**

This agreement will become effective upon approval by the Yavapai County Tech Prep Consortium, Yavapai County Superintendents, and the Yavapai Community College President.

◆ **This agreement will terminate on the earliest of the following dates:**

1. The date the participants terminate the Agreement through an addendum process.
2. The date the participating parties enter into a revised agreement, which supersedes and replaces this Agreement.
3. Such other date to which the parties may agree.