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**CTE Dual Credit**

**Program Articulation Agreement**



**College Program:**

**Career Cluster:**

**Career Pathway:**

**Class CIP:**

The purpose of this agreement is to grant **Columbia Basin College** credit to the **\_\_\_\_\_\_\_\_\_\_ School District *(\_\_\_\_\_\_\_\_\_\_)*** high schoolstudents who have achieved the level of knowledge and skill required for the college-equivalent entry-level course(s) identified in this agreement. Upon successful completion of the identified course competencies with a grade of ‘B’ (85%) or higher and the high school teacher’s endorsement that the competency requirements have been met, articulated credit will be granted.

The following Columbia Basin College course(s) have been approved for CTE Dual Credit articulation with local high school courses as listed below:

|  |  |  |
| --- | --- | --- |
| High School / Course Title | College / Course Title | Credits |
|  |  |  |

**Student Articulation Procedure:**

1. Be enrolled in the required high school class.
2. Register for CTE Dual Credit articulated course during the same academic year the high school class is completed. If a series of courses are involved in the articulation, students register for credit during the same academic year the last course in the series is completed. **Students cannot earn “retroactive credit” for courses taken in previous years.**
3. Earn a grade of 85% or better for **each semester enrolled** in all courses required under the articulation agreement.
4. Complete all required skills as identified on the competency profile.
5. If an exam or review of completed work is required under the terms of this agreement, students must receive a passing score (determined by college or industry certification) to earn college credits.

**High School Instructors:**

1. Ensure all students receive a copy of the course syllabus outlining information about CTE Dual Credit, the college course competencies and the process required to earn the articulated college credits. The course syllabus will include the following text:

**CTE Dual Credit Program:**

This course is *CTE Dual Credit* approved and articulated with Columbia Basin College. Students who demonstrate proficiency of the college course competencies by receiving an 85% or better grade for EACH semester enrolled in the articulated high school class, *may* earn college credit through the *CTE Dual Credit* program. Only students who meet CTE Dual Credit deadlines and eligibility requirements will be awarded college credit. Participation in the CTE Dual Credit program is voluntary. High school students registered in the Student Enrollment Reporting System (SERS) for CTE Dual Credit will follow CBC student policies for transcription of credit as the high school grading system may not exactly align with the College’s. Credit and/or grades will not be removed once they have been transcribed.

Students may earn credit for the following college course(s):

(Course Prefix and Number) (Course Name) – (Number of Credits)

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1. Hold students accountable for the same competency standard and course expectations as required by the college-equivalent course.
2. If required for articulation, ensure students are prepared to take industry certification exams, complete a professional portfolio documenting their work, or take a final exam to measure their level of skill and competence in the coursework.
3. By the deadline, submit final grades for all students registered to earn CTE Dual Credit.
4. Attend scheduled meetings, workshops or in-service activities that enhance the high school/college partnership and support implementation of the CTE Dual Credit articulated program.

**Articulation Review and Renewal:**

The Columbia Basin College designated program facilitators, college administrators and/or instructors and high school faculty will meet as needed to revise or discuss the articulation agreement. Minor revisions can be made via phone calls, correspondence or email however all articulations will be rewritten and signed by all pertinent parties every three years. Columbia Basin College has the right to terminate the dual-credit program upon annual evaluation with proper notification to the consortia school district.

PARTICIPATING INSTITUTIONS

We the undersigned representatives of the Columbia Basin CTE Dual Credit Consortium, agree to all provisions of the articulation program/course agreement, have reviewed the course competencies, and understand the process to which students may be granted college credit through the CTE Dual Credit program. We commit staff time and resources to ensure successful program implementation.

CTE Director Date High School Teacher Date

(Name) (Name)

CBC Vice President of Instruction Date CBC Faculty Date

(Dr. Michael Lee) (Name)

Department Dean Date  
(Name)

\_\_\_\_\_

Director of CTE Dual Credit and College in the High School Date

(Keeley Gant)

Columbia Basin College | 2600 N 20th Ave | Pasco, WA 99301

