



June 20, 2016

## MEMORANDUM

**TO:** District Board of Trustees

**FROM:** Jim Murdaugh, President 

**SUBJECT:** Career Pathway Agreements with Public Schools in the North Florida Region

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### Item Description

This item presents Career Pathway Agreements between the College and public schools located in the north Florida region outside of TCC's service district.

### Overview and Background

In an effort to provide career opportunities for secondary school students in Career Pathway programs, Tallahassee Community College is proposing to continue a partnership with the North Florida Career Pathways Consortium. TCC will provide career pathways in the areas of Building Construction Technologies, Digital Design, Early Childhood Education, Media Technologies, Teacher Assisting, and Web Development. President Grosskopf has provided written support of this agreement with Tallahassee Community College. President Grosskopf's letter is included with the attached agreements. The agreement includes students in Hamilton, Jefferson, Lafayette, Madison, Suwannee, and Taylor counties.

### Past Actions by the Board

The Board has approved career pathway agreements with public schools in the past.

### Funding/Financial Implications

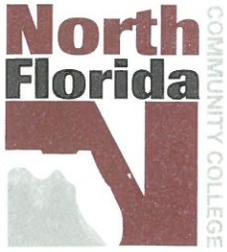
None

### Staff Resource

Feleccia Moore-Davis

### Recommended Action

That the Board approve the Career Pathway Agreement.



Office of the  
President

February 2, 2016

Dr. Jim Murdaugh, President  
Tallahassee Community College  
444 Appleyard Drive  
Tallahassee, FL 32304

Dear Dr. Murdaugh:

Re: Articulation Agreements with the North Florida Career Pathways Consortium

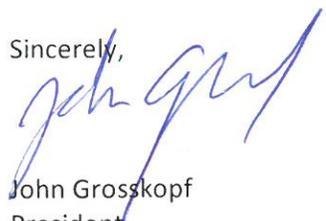
Our North Florida Career Pathways Consortium Coordinator, Sam Stalnaker, has requested permission to enter into articulation agreements with Tallahassee Community College in the following areas:

1. Secondary Program: Administrative Office Specialist articulate to:
  - a. Office Administration A.S. and/or Office Management Certificate.
2. Secondary Program: Allied Health Assisting articulate to:
  - a. Health Information Technology A.S. and/or Health Informatics Specialist Certificate;
  - b. Medical Coding and Billing Specialist Certificate;
3. Secondary Program: Digital Design articulate to:
  - a. Web Technologies A.S. and/or Web Technologies Certificate
  - b. Graphic and Web Design Technology A.S.
4. Secondary Program: Drafting will articulate to:
  - a. Drafting and Design Technology A.S.
  - b. Building Construction Management A.S.
5. Secondary Program: Web Development Assisting articulate to:
  - a. Web Technologies A.S. and/or Web Technologies Certificate
  - b. Computer Programming and Web Development A.S. and/or Computer Programming and Analysis Certificate and/or Computer Programming Specialist Certificate;
  - c. Graphic and Web Design Technology A.S.

North Florida Community College presently does not offer specific AS degrees or certificates in these areas. Therefore, North Florida Community College would have no objections to the North Florida Career Pathways Consortium entering into articulation agreements with your institution in these areas.

If I can be of any additional assistance in this matter, please feel free to contact me.

Sincerely,



John Grosskopf  
President

325 NW Turner Davis Drive  
Madison, Florida 32340  
850.973.1601  
Fax 850.973.1602  
TTY 850.973.1611  
www.nfcc.edu

**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
<p><b>Digital Design</b></p> <p>8209410 Design I 8209520 Design II</p>	<p>Graphic and Web Design Technology, A.S. And/or Graphic Design Support Certificate And/or Web Technologies, A.S. And/or Web Technologies Certificate</p>	<p>Completion of the high school Digital Design Program</p>	<p>GRA1111C Graphic Design I (3 credit hours)</p>
<p><b>Allied Health</b></p> <p>8417100 Health Sciences I 8417110 Health Sciences II 8417120 Health &amp; Wellness 3</p>	<p>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</p>	<p>Completion of the high school Allied Health Program</p>	<p>HSC2531 Medical Terminology (3 credit hours)</p>

**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.

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Date

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Chair, The District Board of Trustees,  
Tallahassee Community College, Florida

\_\_\_\_\_  
Date

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President, Tallahassee Community College

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Date

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Chair, Hamilton County School Board

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Date

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Superintendent, Hamilton County School District

\_\_\_\_\_  
Date

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Career & Technical Education Coordinator, Hamilton County Schools

**Career and Technical Education  
Tallahassee Community College & Jefferson 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. Jefferson 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. Jefferson 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. Jefferson 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 Jefferson 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 Jefferson 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
<p><b>Digital Design</b></p> <p>8209410 Design I 8209520 Design II</p>	<p>Graphic and Web Design Technology, A.S. And/or Graphic Design Support Certificate And/or Web Technologies, A.S. And/or Web Technologies Certificate</p>	<p>Completion of the high school Digital Design Program</p>	<p>GRA1111C Graphic Design I (3 credit hours)</p>

**IN WITNESS WHEREOF**, the School Board of Jefferson 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.

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Date

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Chair, The District Board of Trustees,  
Tallahassee Community College, Florida

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Date

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President, Tallahassee Community College

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Date

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Chair, Jefferson County School Board

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Date

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Superintendent, Jefferson County School District

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Date

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Career & Technical Education Coordinator, Jefferson County Schools

**Career and Technical Education  
Tallahassee Community College & Lafayette 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. Lafayette 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. Lafayette 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. Lafayette 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 Lafayette 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 Lafayette 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 Lafayette 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.

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Date

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Chair, The District Board of Trustees,  
Tallahassee Community College, Florida

\_\_\_\_\_  
Date

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President, Tallahassee Community College

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Date

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Chair, Lafayette County School Board

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Date

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Superintendent, Lafayette County School District

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Date

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Career & Technical Education Coordinator, Lafayette County Schools

**Career and Technical Education  
Tallahassee Community College & Madison 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. Madison 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. Madison 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. Madison 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 Madison 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 Madison 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
<p><b>Allied Health Assisting</b></p> <p>8417100 Health Sciences I 8417110 Health Sciences II 8417120 Health &amp; Wellness 3</p>	<p>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</p>	<p>Completion of the high school Allied Health Assisting Program</p>	<p>HSC2531 Medical Terminology (3 credit hours)</p>
<p><b>Web Development</b></p> <p>8207310 Introduction to Information Technology 9001110 Foundations of Web Design 9001120 User Interface Design</p>	<p>Web Technologies, A.S. And/or Web Technologies Certificate And/or Computer Programming and Web Development, A.S. And/or Computer Programming and Analysis Certificate And/or Computer Programming Specialist Certificate And/or Graphic And Web Design Technology, A.S.</p>	<p>Completion of the high school Web Development Program</p>	<p>CGS1820 Web Page Authoring (3 credit hours)</p>

**IN WITNESS WHEREOF**, the School Board of Madison 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

\_\_\_\_\_  
Chair, The District Board of Trustees,  
Tallahassee Community College, Florida

\_\_\_\_\_  
Date

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President, Tallahassee Community College

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Date

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Chair, Madison County School Board

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Date

\_\_\_\_\_  
Superintendent, Madison County School District

\_\_\_\_\_  
Date

\_\_\_\_\_  
Career & Technical Education Coordinator, Madison County Schools

**2015 - 2016**  
**Career and Technical Education**  
**Career Pathways Articulation Agreement between**  
**Riveroak Technical College and Tallahassee Community College**

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

Tallahassee Community College will work with Riveroak Technical College to establish Career Pathways to serve Career and Technical Education (CTE) students. Agreements 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; select an A.S. or college- credit certificate and present evidence of the following:

1. Successful completion of the articulated technical program of study with a grade of 2.5 (on a 4.00 scale) or better.
2. Successful completion of all applicable developmental classes. Students not requiring developmental classes will earn credit upon acceptance to TCC.
3. At least a 2.00 overall GPA completed if college credit courses have been completed.
4. Completion of the Riveroak Technical College program no more than 18 months prior to enrollment at Tallahassee Community College.
5. 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 Riveroak Technical College Career and Technical Education Director will provide evidence of completion to the designated Tallahassee Community College Career Pathways Specialist.
2. Tallahassee Community College's designated Career Pathways Specialist will issue a letter to students who have successfully completed the Riveroak Technical College program as reported by the Career and Technical Education Director.

3. If the student desires to participate in the identified Career and Technical Education program, the student will request that an official transcript be forward to TCC. Students will receive block credit upon submission of the Riveroak Technical College transcript.

### **Conditions of Agreement**

1. Riveroak Technical College and TCC's faculty will review course textbooks, syllabi and other institutional materials as needed in order to develop articulated programs of study.
2. Riveroak Technical College 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. Riveroak Technical College and TCC will cooperate in publicizing Career Pathways in order to ensure that students are aware of the opportunities.
4. Tallahassee Community College will not charge tuition for any courses for which a student receives articulated credit.

This agreement will remain in effect and will be reviewed annually by the articulation committee. The articulation committee will be composed of the Principal of Riveroak Technical College, the Director of Secondary Schools, the Provost and Vice President of Academic Affairs and the Dean of Technology of Professional Programs.

Technical College Program	TCC A.S. Degree or Certificate	Assessment	Articulated Credit
<b>Administrative Office Specialist</b> Administrative Office Technology I Administrative Office Technology II Business Software Applications I	Office Administration, A.S. And/or Office Management Certificate	Completion of the high school Administrative Office Specialist Program plus Microsoft Office certifications	Depending on certifications earned: Microsoft Office Master MICO017 - CGS2100 (3 credit hours) Up to 9 hours credit awarded with MOS Certifications including Word, PowerPoint, Access, Excel
<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>Medical Administrative Specialist (PSAV 1050 clock hours)</b> Introduction to Information Technology I Medical Office Tech II Medical Office Tech IV Medical Office Tech VIII	Office Administration, A.S.	Completion of Medical Administrative Specialist PSAV program	MNA2021 Introduction to Management (3 credit hours) GEB1011 Introduction to Business (3 credit hours) MNA2130 Business Communication (3 credit hours)

**IN WITNESS WHEREOF**, the School Board of Suwannee 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.

\_\_\_\_\_  
Date

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Chair, The District Board of Trustees,  
Tallahassee Community College, Florida

\_\_\_\_\_  
Date

\_\_\_\_\_  
President, Tallahassee Community College

\_\_\_\_\_  
Date

\_\_\_\_\_  
Dean, Technology and Professional Programs,  
Tallahassee Community College

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chair, Suwannee County School Board

\_\_\_\_\_  
Date

\_\_\_\_\_  
Superintendent, Suwannee County School District

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director, Riveroak Technical College

**Career and Technical Education  
Tallahassee Community College & Suwannee 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. Suwannee County 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. Suwannee County Schools 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. Suwannee County Schools 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 Suwannee County School Board 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 Suwannee 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
<p><b>Allied Health</b></p> <p>8417100 Health Sciences I 8417110 Health Sciences II 8417120 Health &amp; Wellness 3</p>	<p>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</p>	<p>Completion of the high school Allied Health Program</p>	<p>HSC2531 Medical Terminology (3 credit hours)</p>
<p><b>Administrative Office Specialist</b></p> <p>Administrative Office Technology I Administrative Office Technology II Business Software Applications I</p>	<p>Office Administration, A.S. And/or Office Management Certificate</p>	<p>Completion of the high school Administrative Office Specialist Program plus Microsoft Office certifications</p>	<p>Depending on certifications earned: Microsoft Office Master MICO017 - CGS2100 (3 credit hours) Up to 9 hours credit awarded with MOS Certifications including Word, PowerPoint, Access, Excel</p>
<p><b>Digital Design</b></p> <p>8209410 Design I 8209520 Design II</p>	<p>Graphic and Web Design Technology, A.S. And/or Graphic Design Support Certificate And/or Web Technologies, A.S. And/or Web Technologies Certificate</p>	<p>Completion of the high school Digital Design Program</p>	<p>GRA1111C Graphic Design I (3 credit hours)</p>

High School Career Pathway	TCC A.S. Degree or Certificate	Assessment	Articulated Credit
<b>Nursing Assistant (Acute/Long Term)</b> Medical Skills/Research Health Sciences I Health Sciences II Nursing Assistant III	Emergency Medical Services Technology, A.S. And/or Emergency Medical Technician Certificate	Completion of the high school Nursing Assistant Program	HSC2531 Medical Terminology (awarded as exemption exam) EMS1059C First Responder

**IN WITNESS WHEREOF**, the School Board of Suwannee 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

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Chair, The District Board of Trustees,  
Tallahassee Community College, Florida

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Date

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President, Tallahassee Community College

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Date

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Chair, Suwannee County School Board

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Date

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Superintendent, Suwannee County School District

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Date

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Career & Technical Education Coordinator, Suwannee County Schools

**Career and Technical Education  
Tallahassee Community College & Taylor 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. Taylor County 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. Taylor County Schools 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. Taylor County Schools 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 Taylor County School Board 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 Taylor 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>Administrative Office Specialist</b> Administrative Office Technology I Administrative Office Technology II Business Software Applications I	Office Administration, A.S. And/or Office Management Certificate	Completion of the high school Administrative Office Specialist Program plus Microsoft Office certifications	Depending on certifications earned: Microsoft Office Master MICO017 - CGS2100 (3 credit hours) Up to 9 hours credit awarded with MOS Certifications including Word, PowerPoint, Access, Excel

**Career and Technical Education  
Tallahassee Community College & Taylor Technical Institute  
Career Pathways Articulation Agreement  
2015-2016**

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

Tallahassee Community College will work with Taylor Technical Institute to establish Career Pathways to serve Career and Technical Education (CTE) students. Agreements 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; select an A.S. or college- credit certificate and present evidence of the following:

1. Successful completion of the articulated technical program of study with a grade of 2.5 (on a 4.00 scale) or better.
2. Successful completion of all applicable developmental classes. Students not requiring developmental classes will earn credit upon acceptance to TCC.
3. At least a 2.00 overall GPA completed if college credit courses have been completed.
4. Completion of the Taylor Technical Institute program no more than 18 months prior to enrollment at Tallahassee Community College.
5. 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 Taylor Technical Institute Career and Technical Education Director will provide evidence of completion to the designated Tallahassee Community College Career Pathways Specialist.
2. Tallahassee Community College's designated Career Pathways Specialist will issue a letter to students who have successfully completed the Taylor Technical Institute program as reported by the Career and Technical Education Director.
3. If the student desires to participate in the identified Career and Technical Education program, the student will request that an official transcript be forward to TCC. Students will receive block credit upon submission of the Taylor Technical Institute transcript.

## **Conditions of Agreement**

1. Taylor Technical Institute and TCC's faculty will review course textbooks, syllabi and other institutional materials as needed in order to develop articulated programs of study.
2. Taylor Technical Institute 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. Taylor Technical Institute and TCC will cooperate in publicizing Career Pathways in order to ensure that students are aware of the opportunities.
4. Tallahassee Community College will not charge tuition for any courses for which a student receives articulated credit.

This agreement will remain in effect and will be reviewed annually by the articulation committee. The articulation committee will be composed of the Principal of Taylor Technical Institute, the Director of Secondary Schools, the Provost and Vice President of Academic Affairs and the Dean of Technology of Professional Programs.

<b>Technical Institute Career Pathway</b>	<b>TCC A.S. Degree or Certificate</b>	<b>Assessment</b>	<b>Articulated Credit</b>
<b>Drafting</b> <i>TBD</i>	Drafting and Design Technology, A.S. And/or Building Construction Management, A.S.	Completion of the high school Drafting Program AND Certification in AutoDesk Certified Associate -AutoCAD Certification in Certiport IC3 or passing score on TCC IC3 Exemption exam	ETD1320 Introduction to CAD (3 credit hours) CGS1060 Computer and Internet Literacy (3 credit hours)

**IN WITNESS WHEREOF**, the School Board of Taylor 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.

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Date

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Chair, The District Board of Trustees,  
Tallahassee Community College, Florida

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Date

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President, Tallahassee Community College

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Date

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Chair, Taylor County School Board

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Date

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Superintendent, Taylor County School District

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Date

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Career & Technical Education Coordinator, Taylor County Schools