



August 17, 2009

MEMORANDUM

TO: District Board of Trustees
FROM: William D. Law, Jr., President
SUBJECT: Interinstitutional Articulation Agreements (School Districts)

Item Description:

Interinstitutional Articulation Agreements

Overview:

In compliance with Florida statute, the members of the Articulation Councils of the three county public school districts and TCC each met for the annual review of the articulation agreements. Articulation acceleration mechanisms include dual enrollment, early admission, and credit by examination. The agreements also include strategies for improving teacher preparation, for reducing the need for remediation, and other articulation activities. Career Pathways, Adult and Vocational Programs, lifelong learning, and adult education are also identified in the agreements as appropriate to the District.

Salient Facts:

The major changes to the agreements concern the addition of language regarding the math, reading, and writing courses in high school that parallel developmental education courses at TCC as well as Career Pathways agreements.

Past Actions:

The Board approves these agreements annually. The Board Chair signs the agreements.

Future Actions:

It is anticipated that additional Career Pathways will be developed during the year. If so, the agreements will be amended.

Funding/Financial Matters:

Dual enrollment students do not pay tuition or fees.

Staff Resource:

Barbara Sloan

Recommended Action:

To approve agreements for the 2009-10 academic year.

Example Agreement

INTERINSTITUTIONAL ARTICULATION AGREEMENT

BETWEEN Tallahassee Community College

AND Gadsden County Public Schools

2009-2010

I. PREFACE

WHEREAS, The District Board of Trustees, Tallahassee Community College, Florida and the **Gadsden County School Board** subscribe to the educational philosophy and policy that each individual student should have the maximum opportunity to enhance their learning opportunities in courses suited to their educational, career, and personal needs, and

WHEREAS, Section 1007.235, F.S., specifies that articulation agreements shall be executed between community college boards of trustees and district school boards within each community college district, and

WHEREAS, The District Board of Trustees, Tallahassee Community College, Florida and the **Gadsden County School Board** desire to implement the above statute by creating opportunities for high school students to pursue college level instruction,

NOW THEREFORE, the **Gadsden County Public Schools** and The District Board of Trustees, Tallahassee Community College, Florida agree to the following assignment of programmatic responsibility for delivery of programs in the following areas:

A. RATIFICATION OF EXISTING AGREEMENTS

The signing of this agreement attests to the ratification of existing agreement(s).

B. ARTICULATION COUNCIL STRUCTURE/MEMBERSHIP

The Superintendent of Gadsden County Public Schools or designee and other employees of the District appointed by the Superintendent agree to meet with the President of Tallahassee Community College or designee and other members of Tallahassee Community College, appointed by the President, on a regularly scheduled basis, not to be less than once annually. The membership so defined above shall henceforth be called **The Tallahassee Community College/Gadsden County Public Schools Articulation Council**. The meeting time and location of the Council shall be determined mutually by representatives of both parties.

C. GOALS AND OBJECTIVES OF THIS AGREEMENT

The goals of the Tallahassee Community College/Gadsden County Articulation Agreement, as defined below, shall provide the primary framework within which all future interinstitutional articulation objectives and activities shall be described. These include:

1. To assist students matriculating in the K-12 and community college systems, with every opportunity to fulfill their individual/family educational needs, through a well articulated and coordinated interinstitutional articulation agreement.
2. To cooperatively identify and develop education program and service objectives and activities, designed to provide maximum educational opportunity, while avoiding unnecessary duplication of effort and resources.
3. To maintain regular interinstitutional articulation development activity between the two educational systems.

II. JOINT PROGRAMS AND AGREEMENTS

A. ARTICULATION ACCELERATION MECHANISMS

Articulation Acceleration Mechanisms shall include, but not be limited to, Dual Enrollment and Credit by Examination.

1. **Dual Enrollment Program** - The District and Tallahassee Community College agree to continue their cooperative efforts to provide unduplicated Dual Enrollment course opportunities for eligible students in Gadsden County as described in the currently existing Dual Enrollment Agreement (Attachment #1). The Dual Enrollment Agreement shall be reviewed by representatives of both systems on an annual basis, in order to insure the maximum benefit for students.
2. **Early Admission** - Tallahassee Community College agrees to provide an Early Admission program to all qualified public secondary school students in Gadsden County in order that they may enroll in college courses while in high school and proceed toward their academic goals at their own pace.
3. **Credit By Examination** - Tallahassee Community College agrees to receive and apply credit earned by students through articulated acceleration mechanisms as specified in Section 1007.271, F.S. Students have the opportunity to earn up to a maximum of 45 semester hours toward graduation from TCC through these mechanisms.

B. CURRICULUM

1. **Discipline Meetings** - Joint meetings shall continue to be held between faculty of various Tallahassee Community College disciplines and teachers of the Gadsden County Public Schools representing similar disciplines. Meetings will be initiated and agreed upon by TCC and the District.
2. **Curriculum Goals** - The articulation committee will annually examine the curriculum goals of the dual enrollment program to assure these goals are consistent with the district goals of emphasizing reading, writing, and mathematics.

C. PROGRAMS FOR MINORITIES

1. Tallahassee Community College will continue to work cooperatively with the Gadsden County Public School counselors to provide various programs and services designed to stimulate and encourage minority and other disadvantaged students to stay in school and attend a postsecondary institution.

D. MECHANISMS AND STRATEGIES FOR IMPROVING TEACHER PREPARATION

Tallahassee Community College will work with the District to determine professional development activities.

E. STRATEGIES FOR REDUCING THE NEED FOR REMEDIATION

1. **Faculty to Faculty Meetings** - Tallahassee Community College and the District's faculty will meet periodically to discuss mathematics, reading, and English curricula. Meetings will be initiated and agreed upon by TCC and the District.
2. **Remediation Courses and Exit Assessments Offered at the High Schools.**- Attachment #3 describes the process for providing testing, curriculum, and assessments to be used to provide students in grade 12 who score below the minimum scores defined in section 1008.30 Florida Statutes access to remedial instruction prior to graduation.

F. OTHER ARTICULATION ACTIVITIES

1. **Placement Test Results** - Tallahassee Community College will continue to administer the placement test to all Gadsden students who wish to test and will share results with officials of the Gadsden County Public Schools. The College will work with Gadsden County School faculty and staff to explain the placement test results. The placement test will be administered either at the high schools

or the students will come to TCC and take the test. This will be determined by TCC and the individual high school.

2. **Bibliographic Instruction** - Tallahassee Community College will provide bibliographic instruction programs for students at various sites in the Gadsden County Public School District.
3. **The Student Ambassador Program** - Tallahassee Community College will continue to work with the District's high school counselors to identify outstanding seniors who would like to be a TCC Student Ambassador. Students selected will be provided a tuition scholarship to begin their first year of matriculation at TCC.
4. **TCC District Board of Trustees Scholarship Program** - Tallahassee Community College will continue to designate up to three (number based on senior enrollment) tuition scholarships for high achieving graduates of each high school in the county as long as there is sufficient funding available.
5. **College Student Success Services** - Tallahassee Community College student success advisers will continue to provide programs and services in the areas of admissions, parent workshops, college orientation on the TCC campus, placement testing, curriculum advising, financial aid, career development and others. Additionally, TCC will provide periodic pre-advising to dual enrollment students.

III. CAREER PATHWAYS (Career and Technical Education Articulation)

Conditions for development of career and technical education (CTE) articulation agreements between Gadsden County High Schools and TCC are delineated in Attachment #2.

IV. AGREEMENT PERTAINING TO ADULT AND VOCATIONAL PROGRAMS

WHEREAS, the State Board of Education has adopted Rule 6A-14.0341 for community colleges that encourages boards to cooperatively develop and adopt specific assignments of responsibility to assure efficient use of resources available for career and technical education; and

WHEREAS, Section 1007.235, F.S. requires each community college president and each district superintendent to develop interinstitutional articulation agreements; now therefore, be it

RESOLVED, that the School Board of Gadsden County and the District Board of Trustees of Tallahassee Community College, Florida agree to the following assignment of programmatic responsibility for delivery of programs in the following areas:

CAREER AND TECHNICAL EDUCATION AT THE SECONDARY LEVEL AND BELOW THAT LEVEL

Primary Responsibility: Gadsden County

CAREER AND TECHNICAL EDUCATION AT THE POSTSECONDARY LEVEL

- A. Postsecondary Adult Career and Technical Education
Shared Arrangement: Gadsden County Public Schools and Tallahassee Community College
- B. Postsecondary Career and Technical Education
Primary Responsibility: Tallahassee Community College
- C. The Gadsden County Public School System has no objection to Tallahassee Community College administering the Pat Thomas Law Enforcement Center and academic programs currently located in Gadsden County. The school system would like to work with the Community College on appropriate programs particularly any related to juveniles.

LIFELONG LEARNING

Shared Arrangement: Gadsden County Public Schools and Tallahassee Community College

ADULT BASIC EDUCATION

Primary Responsibility: Tallahassee Community College
Secondary Responsibility: Gadsden County Public Schools

ADULT SECONDARY

Primary Responsibility: Tallahassee Community College
Secondary Responsibility: Gadsden County Public Schools

DISABLED (HANDICAPPED) ADULTS

Shared Arrangement: Gadsden County Public Schools and Tallahassee Community College

V. ACCOUNTABILITY

These provisions shall not prevent a board assigned responsibility for one or more of these programs from developing joint programs or contracting for specific instructional services with another board or agency, subject to review by the two local educational agencies.

For each of these programs, all related enrollment projections, FTE reports, cost analysis, and other elements required for the allocation of funds shall be the sole responsibility of the assigned board unless herein indicated.

VI. EFFECTIVE DATE

This agreement shall be effective until August 20, 2010. This resolution and the policies and allocation of responsibility shall be effective upon being signed by the Chairs of the School Board of Gadsden County, Florida and the Tallahassee Community College District Board of Trustees and by the Superintendent of Gadsden County Public Schools and the President of Tallahassee Community College. This agreement shall be executed before registration ends for the fall term of the following school year. Additions and deletions may be made at any time upon the mutual agreement of the President of Tallahassee Community College and the Superintendent of Gadsden County Public Schools.

IN WITNESS WHEREOF, the School Board of Gadsden 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 1007.235, F.S., Interinstitutional Articulation Agreements.

_____ Date	_____ Chair, The District Board of Trustees, Tallahassee Community College, Florida
_____ Date	_____ President, Tallahassee Community College
_____ Date	_____ Chair, Gadsden County School Board
_____ Date	_____ Superintendent, Gadsden County School District

Attachment #1

DUAL ENROLLMENT AGREEMENT

This is an Articulation Agreement between the School Board of Gadsden County and Tallahassee Community College governing the dual enrollment of students at both schools. This agreement is in accordance with 1007.271, F.S.

Courses and Programs:

- Courses to be offered by Tallahassee Community College for dual enrollment purposes will be mutually agreed upon by memorandum between representatives of the School Board of Gadsden County and Tallahassee Community College. Courses approved for inclusion in the dual enrollment program shall be those contained in the common course designation numbering system approved by the Articulation Coordinating Committee.
- Early admission shall be a form of dual enrollment through which eligible secondary students enroll in a postsecondary institution on a full-time basis in courses that are creditable toward the high school diploma and the associate or baccalaureate degree. Early admitted students will be exempt from the payment of registration, tuition, and laboratory fees. The Early Admissions process is detailed in the TCC Catalog. Both the high school and TCC must approve early admission for a high school student.
- The School Board of Gadsden County and Tallahassee Community College can approve dual enrollment courses that coincide with the student's Major Area of Interest (MAI).
- College preparatory (college remediation) and other forms of precollegiate instruction, and physical education courses that focus on the physical execution of a skill rather than the intellectual attributes of the activity, shall not be so approved. Recreation and leisure studies courses shall be evaluated individually in the same manner as physical education courses for potential inclusion in the dual enrollment program.
- The community college may not offer a course at the high school level if enrollment is insufficient. Furthermore, TCC cannot guarantee that it can always provide a college instructor for courses taught at the high school. The high school is also encouraged to recommend an instructor at the high school to teach the class. All recommendations should be submitted to the appropriate academic Dean. TCC will work to place students into classes on the college campus each semester as necessary.

- Using FACTS.org, students should develop an academic plan that includes courses that can lead to a certificate, associate's degree or baccalaureate degree.

Monitoring and Reporting:

- The monitoring and necessary coordination of this articulation agreement will be the responsibility of the Tallahassee Community College/Gadsden County Articulation Council.
- Dual enrollment students shall be exempt from paying registration, matriculation, and laboratory fees. Textbooks will be provided these students by the School Board of Gadsden County. Textbooks purchased by the School Board of Gadsden County shall remain the property of the School Board of Gadsden County as specified in Section 1007.271(14),F.S. The costs of ADA accommodation for dual enrollment students with disabilities will be shared equally between Gadsden County Schools and Tallahassee Community College.
- The School Board of Gadsden County shall report dually enrolled students under the Florida Education Finance Program, and the Tallahassee Community College will report these students under the Community College Program Fund.
- In order to receive credit, all dually enrolled students must adhere to all other rules and regulations of the School Board of Gadsden County, Tallahassee Community College and the State of Florida.

Eligibility Criteria for Student Participation in Dual Enrollment Programs:

Tallahassee Community College agrees to permit high school students enrolled in Gadsden County public schools whose eligibility has been certified by their principal to enroll in courses in compliance with the provisions of Florida Statutes 1007.271 and the following terms and conditions:

I. Academic Dual Enrollment

- A. The student must be currently enrolled in a public secondary school in Gadsden County, must have completed the 9th grade (upcoming 10th grader), must have earned at least a 3.0 unweighted grade point average. In special circumstances principals may approve individual student exceptions to the grade level requirements and G.P.A. to qualify for dual enrollment.

- B. The student must submit placement test scores (SAT, ACT or College Placement Test) that place the student into college level courses. Scores must be less than two years old. Students must place into ENC1101 with their test scores to be eligible to participate in the dual enrollment program.

ACT Scores	Score	Placement
Reading	18	ENC1101
English	17	
Math	19-20	MAT1033
	21	MAC1105
SAT Scores	Score	Placement
Critical Reading	440	ENC1101
Math	440-549	MAT1033
	550	MAC1105
CPT Scores	Score	Placement
Sentence Skills	83	ENC1101
Reading Comp.	83	
Algebra	72-87	MAT1033
	88	MAC1105

- C. The student must submit a completed TCC dual enrollment application for admission.
- D. Payment for books and materials will be provided by the School Board of Gadsden County. It will be the student's responsibility to complete an instructional materials form (provided by the School Board) to have books and materials covered.
- E. The student must submit a recommendation from his/her principal which has been approved by the School Board of Gadsden County stating that he/she has the maturity, motivation, dependability and academic ability to enable him/her to achieve satisfactorily at the college level.
- F. The student must submit an official high school transcript showing Courses and credits earned through his/her last term of enrollment.
- G. The course(s) in which the student is dually enrolled must be creditable toward a high school diploma. The school district will provide books.
- H. Eligibility in the dual enrollment program requires that students maintain a cumulative 2.0 grade point average in Tallahassee Community College courses. An appeal process is available through TCC.

II. Career Dual Enrollment

Career dual enrollment is a curricular option of elective credits toward earning the high school diploma and completing a career-preparatory certificate program. Career dual enrollment is not intended to enable students to take isolated courses unrelated to a program.

The school district will inform all students of the options available and the eligibility criteria. Physical education skills courses and college preparatory instruction are not eligible for career dual enrollment.

- A. The student must be currently enrolled in a Gadsden County high school, must have completed the 10th grade and must have earned at least a 2.0 unweighted grade point average. In special circumstances principals may approve individual student exceptions to the grade level requirements.
- B. The student must take the TABE test and score at the appropriate level according to Department of Education Curriculum Framework Standards for the specified certificate. Students may also use Common Placement Scores (CPT) as appropriate.
- C. The student must submit a completed TCC dual enrollment application for admission.
- D. The student must submit a recommendation form from his/her principal which has been approved by the School Board of Gadsden County stating that he/she has the maturity, motivation, dependability and academic ability to enable him/her to achieve satisfactorily at the college level.
- E. The student must submit an official high school transcript showing courses and credits earned through his/her last term of enrollment.

The Corrections Program will be offered during the 2009-2010 academic year, provided funding is available for materials and supplies.

III. It shall be the responsibility of the School Board of Gadsden County to:

- A. Inform students and parents of the availability of the dual enrollment, program requirements and currently offered courses through the educational planning and guidance process. Students and parents must have been counseled on the advisability of taking college courses while in high school and on the specific requirements of the Dual Enrollment Program, including the recording of dual enrollment grades on the permanent college transcript.

- B. Establish and certify student's eligibility for dual enrollment.
- C. Determine if dual enrollment meets the individual needs of the student and if the student has the necessary academic preparation.
- D. Approve the enrollment for each student.
- E. Provide instructional materials to the dual enrollment students.
- F. Inform parents or guardians of their responsibility for transportation when the instruction is conducted at a facility other than the school site.
- G. Enter all earned credits on students' permanent records.
- H. Provide space at the district high school campuses for qualified students taking Tallahassee Community College courses.
- I. Provide full instructional costs for Gadsden County faculty teaching TCC dual enrollment courses.

IV. Withdrawing from classes for on and off campus dual enrollment students:

- A. It is the student's and high school's responsibility to abide by TCC's official course withdrawal policy.
- B. Dual enrollment students must withdraw before or by the deadline each semester. The college's withdrawal dates are listed in the TCC Academic Calendar. If the high school changes a student's schedule, the guidance counselor must notify TCC before or by the withdrawal deadline, so the student can be withdrawn from credit at TCC.
- C. Students who wish to withdraw from a course(s) must provide a written request from the high school principal/guidance counselor, verifying that the student has permission to withdraw.
- D. Withdrawals after the deadline are subject to review by TCC's Enrollment Appeals Committee. The procedure for appealing a late withdrawal is outlined in the TCC Catalog.
- E. Once the student has acquired a written request to withdraw from a course(s), then the student must provide that information to the Dual Enrollment Coordinator for processing.

V. It shall be the responsibility of Tallahassee Community College to:

- A. Hire qualified instructors for the Dual Enrollment Program.
- B. Monitor and keep accurate records of the academic progress of the students in courses.
- C. Provide accurate records to the respective schools on credit earned by each student.
- D. Counsel dual enrollment students on current college requirements and on the transferability of dual enrollment credits at the college level for general education or elective credit toward the Associate's or Bachelor's degree. Through these guidance services, dual enrollment students will be encouraged to identify a post secondary objective and will be informed about Florida's statewide advising system, FACTS.org.
- E. Award college credits for courses upon successful completion by dually enrolled students and assign quality points.

This agreement will continue in effect until modified in writing by the parties hereto, so long as all qualified students are permitted to complete courses in which they are enrolled and the appropriate records are transmitted to the School Board of Gadsden County.

Dual Enrollment Courses Planned for 2009-2010:

Fall 2009	Spring 2010
ENC1101	ENC1102
WOH1012	ENC1141
REA1105	WOH1022
AMH2010	AMH2020
HUM2210	HUM2230
POS1041	ECO2013

**Attachment #2
Career Pathways
Career & Technical Education Articulation Agreement
between
Gadsden County Schools and Tallahassee Community College**

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 each high school to establish Career Pathways to serve Career and Technical Education (CTE) students. TCC may form multiple articulation (pathway) agreements within the district and within each high school depending upon existing CAPE academies. Agreements will be developed during the year, and this agreement will be amended as agreements are completed.

All Career Pathways agreements will adhere to the following for transfer of credit:

Student Qualifications

1. The student must have successfully completed the articulated secondary technical program of study with a grade of 2.5 (on a 4.00 scale) or better.
2. The student must have successfully completed 80% of competencies listed for the course.
3. The student must have graduated from secondary school no more than 18 months prior to enrollment at Tallahassee Community College.
4. The student must complete at least one semester at Tallahassee Community College with at least a 2.00 GPA (grade point average) overall.
5. The student must successfully complete nine hours (or equivalent clock hours) at TCC in the related AS, AAS or certificate program to be awarded articulated high school credits.

Procedure

1. The student indicates to the secondary school instructor that he or she is interested in articulating the secondary school program of study for credit at TCC.
2. The secondary school instructor completes the competency checklist, certifying that the student has completed all competencies to the required level.

3. The secondary school instructor provides the competency checklist to the district tech prep contact. TCC's tech prep coordinator will issue certificates to students who have successfully completed the tech prep program.
4. The TCC Registrar will put a copy of the certificate in the student's file. If the student fulfills the requirement completing one semester at TCC with at least a 2.00 overall GPA within the stated time limits, the College Registrar will grant the student credit for the equivalent TCC course. These articulated programs of study will be treated as transfer courses and thus will not affect the student's GPA at TCC.

Conditions of Agreement

1. Gadsden County High Schools' faculty and TCC faculty will review course textbooks, syllabi, and other institutional materials in order to agree on a list of articulated programs of study.
2. Gadsden County High Schools and TCC will review the list of articulated programs of study and their competencies annually. Changes will be made to the course competency lists and articulated programs of study as necessary based on changes in program outcomes.
3. Gadsden County High 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 Gadsden County High Schools 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 interinstitutional 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.

Gadsden County and TCC will develop a Career Pathways program in Information Technology during the 2009-2010 academic year.

Attachment # 3

Gadsden County School District and Tallahassee Community College Remediation Courses and Exit Assessments Agreement

This is an Articulation Agreement between the School Board of Gadsden County and Tallahassee Community College governing the enrollment of high school students in remediation courses. This agreement is in accordance with 1008.30, F.S.

Math for College Success, Reading for College Success, and Writing for College Success Course Content and Exit Testing Procedures

- Florida Statute 1008.03 requires college readiness testing before the beginning of 12th grade for each student who indicates interest in postsecondary education and scores at a Level 2 or Level 3 on the reading section of the 10th grade FCAT or Level 2, Level 3 or Level 4 on the math section of the 10th grade FCAT.
- At the annual Articulation Council meeting, the Gadsden County School District and Tallahassee Community College will identify employees responsible for developing details related to identification of students, college placement test logistics (location and format), and communication of results and options for eligible students to receive postsecondary readiness instruction while in high school.
 1. The School District will identify eligible students based on the past 10th grade year FCAT scores. Each high school will select students and provide TCC with a list. Students can select whether or not they want to test. In addition to FCAT scores, students will indicate that they want to test based on their interest in attending college after high school graduation.
 2. The College will collaborate with the district high schools to establish test dates during the spring semester (January 2010-April 2010).
 3. The College will conduct CPT testing at district high schools, utilizing the paper and pencil test or computer-based test when available.
 4. During testing, students will identify themselves as participating in the College Readiness Initiative and to discuss CPT results with the high school guidance counselor for Dual Enrollment and/or Postsecondary Readiness instructional options.
 5. After testing, students will receive an official CPT score report including the CPT Sentence Skills, Reading Comprehension and Algebra Scores. High school guidance counselors will discuss results with students as the results relate to the

Postsecondary Readiness instructional options and dual enrollment options.

6. Score reports will indicate eligibility for college-level coursework (Attachment 1) and/or need for additional postsecondary instruction.

- To the extent possible, the Gadsden County School District shall provide students in grade 12 who score below the minimum scores access to remedial instruction prior to graduation in accordance with section 1008.30 of Florida State Statutes.
- Testing requirements for placement are as follows:

Placement Assessment	Writing for College Success	Reading for College Success	Math for College Success	Math for College Readiness
Florida College Entry-Level Placement Test (CPT)	< 83	<83	< 72	72-86
SAT*	< 440	<440	< 440	440-420
ACT*	< 17	<17	< 19	19-22

*Optional—at student's expense

- Exit requirements are a minimum grade of "C" and exit exam scores as follows. A grade of "C" may not be awarded if the student does not meet or exceed the Community College Common Exit Test score where required:

Exit Assessment	Writing for College Success	Reading for College Success	Math for College Success	Math for College Readiness
Tallahassee Community College Common Exit Test	70%	70%	70%	NA
Florida College Entry-Level Placement Test (CPT)	NA	NA	NA	>86
SAT*	NA	NA	NA	520 +
ACT*	NA	NA	NA	22 +

*Optional—at student's expense

- The Gadsden County School Board and high school instructors teaching college readiness courses and Tallahassee Community College will work closely to ensure that college readiness course content, course tests, and homework, and exit exams are representative of the expectations and assessments offered to students enrolled in like courses at Tallahassee Community College.
- Tallahassee Community College faculty and/or appropriate academic administrators will work with Gadsden County School Board high school instructors to ensure the most current version of course assessments are provided to students for testing.
- Tallahassee Community College will provide updated examination materials and information to instructors of an approved curriculum and/or examination changes each semester.
- The Gadsden County School board agrees to maintain test and testing material security by not allowing for tests and associated testing materials to be used as a practice assessment by students in preparation for the exit exam; by not allowing the sharing of tests and associated testing materials with students or other individuals; and by following normal protocol for test and testing security at all times.
- Tallahassee Community College and the Gadsden County School Board agree that the stated purpose can be achieved only through the sharing of certain student information (student number, name, contact information, and Social Security Number if provided by the student) and CPT test scores. To ensure security and confidentiality of student test information, Tallahassee Community College and the Gadsden County School Board agree that without compromising the Family Educational Rights and Privacy Act (FERPA) or state confidentiality requirement, both parties may provide personally identifiable student records, reports, or information to each other in the performance of meeting the requirement of Senate Bill 1908. Specific student information shared is pursuant to Section 1002.22(3)(d), Florida Statutes, and 20 U.S.C.A. § 1232G. Further each party agrees to comply with Section 1002.22, Florida Statutes, and 20 U.S.C.A § 1232g, including, but not limited to provisions related to confidentiality, access, consent, length of retention, and security of student records.

Each institution will protect the rights of students and recipients with respect to records created, maintained, and used by public institutions within the state. It is the intent of this Agreement to ensure that parents, students, and recipients have the rights of access, rights of challenge, and the rights of privacy with respect to records and reports, and that applicable laws and regulations for these rights, including those rights pertaining to disclosure of student records, shall be strictly followed.

- Tallahassee Community College will communicate with the School Board and its college readiness instructors of any state imposed changes regarding course numbering, course content, exit examination, or other requirements.

This agreement will continue in effect until modified in writing by the parties hereto, so long as all qualified students are permitted to complete courses in which they are enrolled and the appropriate records are transmitted to the School Board of Gadsden County and Tallahassee Community College.