

Idaho Tech Prep Program Proposal And Articulation Agreement

Between Idaho State University and Malad High School
Starting Date: August 2011

Tech Prep Program: Business Technology
Secondary Program ID: 34116

Anticipated Degree: AAS; TC
Post-Secondary Program ID: _____

ARTICULATED COURSES

List the secondary professional-technical Program of Study courses in this Tech Prep program and the college Program of Study courses they articulate to.

HS COURSE # (from Titles and Codes)	HS COURSE TITLE	COURSE LENGTH	COLLEGE COURSE #	COLLEGE COURSE TITLE	CREDITS
BE0310	Business Computer Applications I	Sem	BI 0170	Introduction to Computers	3
BE0610	Office Technology	Sem	BI 0110	Intro to Business Information	2
BE0320	Business Computer Applications II Or Information Management A & B	Year	BI 0144 BI 0173	Document Processing Spreadsheets	3 3*

***Students will be required to pass a proficiency exam before receiving credit for BI 0173.**

Uniform Articulation of College Credit

- Awarding Tech Prep credit is a function of the postsecondary institution(s). Articulated Tech Prep courses must meet college course standards. Students may be required to complete a competency assessment.
- Secondary Tech Prep students who desire to articulate credits to the postsecondary program must:
 - complete an approved course and demonstrate at least 80% competencies in each articulated course;
 - earn a minimum grade of B- in each articulated course; and,
 - be registered as a Tech Prep student in the CATEMA system.
- Articulation agreements will be reviewed annually and remain in effect until canceled by either party. A notice of intent to discontinue the agreement must be presented to the other partner and to the regional Tech Prep Coordinator. Changes in the agreement may only be made with the consent of both the secondary school and postsecondary institution. If agreement to amend an articulation cannot be reached, the agreement will terminate on a mutually established date.
- By signing this agreement, secondary instructors agree to maintain a record of articulated courses, provide end-of-course grades, competency attainment, and comments regarding students' progress using the CATEMA system.
- Credits earned in this program may transfer to other Idaho institutions. There may be a transcription fee for articulated credit.
- Tech Prep courses will meet Perkins IV requirements, such as: career counseling; equal access; in-service training; business and industry involvement; academic integration; alignment of course competencies; and, assessment of work-based learning.

Jessi Bingham 9/22/11
Jessie Bingham, Instructor Date
Malad High School

John Cockett 9/22/11
John Cockett Date
Malad High School

Julie Green 9/22/11
Julie Green, Instructor Date
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Marcella F. Enos 9/22/11
Marcella Enos, Program Coordinator Date
Business Information, Idaho State University

Ann Marie Corbridge 9/21/11
Ann Marie Corbridge, Coordinator Date
Region V Tech Prep