

Idaho Tech Prep Program Proposal And Articulation Agreement

Between Idaho State University and School District #25
(Including School District #25: Pocatello, Century, Highland and New Horizons High Schools)
Starting Date: August 2011

Tech Prep Program: Business Technology Anticipated Degree: AAS; TC
Secondary Program ID: 34227, 34160, 34158 Post-Secondary Program ID: _____

ARTICULATED COURSES

| HS COURSE # (from Titles and Codes) | HS COURSE TITLE | COURSE LENGTH | COLLEGE COURSE # | COLLEGE COURSE TITLE | CREDITS |
|-------------------------------------|--|---------------|------------------|-------------------------------|---------|
| BE0310 | Business Computer Applications I | Tri | BI 0170 | Introduction to Computers | 3 |
| BE0610 | Office Technology | Tri | BI 0110 | Intro to Business Information | 2 |
| BE0320 | Business Computer Applications II | Year | BI 0144 | Document Processing | 3 |
| BE0110 | Keyboarding | Tri | BI 0141 | Keyboarding | 1 |
| BE0312 | Spreadsheets | Tri | BI 0173 | Spreadsheets | 3* |
| BE0410 BE0420 | Accounting I Accounting II | Year Year | BI 0120 | Concepts of Accounting | 3 |
| BE0180 | Business Math A & B (taught by Wilkinson) | 2 Tri | BI 0123 | Business Mathematics | 3 |

*Students will be required to pass a proficiency exam before credit for BI 173 will be granted.

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.

Marcella F. Enos 8/31/11

 Marcella Enos, Program Coordinator Date
 ISU College of Technology

Ann Marie Corbridge 8/30/11

 Ann Marie Corbridge, Coordinator Date
 Region V Tech Prep

Jeri Spinner _____

 Jeri Spinner, Department Chair Date
 ISU College of Technology

Anne M. Lopiccalo 8/29/11

 Anne Lopiccalo, PTE Coordinator Date
 School District #25