




June 20, 2016

## MEMORANDUM

**TO:** District Board of Trustees

**FROM:** Jim Murdaugh, President 

**SUBJECT:** Career Pathway Agreements with Public and Private Schools in the TCC Service District

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### Item Description

This item presents Career Pathway Agreements between the College and public/private schools located in 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 the partnership the public schools in Gadsden, Leon, and Wakulla. Florida High School is also included. TCC will provide career pathways in the areas of Building Construction Technologies, Digital Design, Early Childhood Education, Media Technologies, Web Development and Emergency Medical Services.

### Past Actions by the Board

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

### Funding/Financial Implications

None

### Staff Resource

Feleccia Moore-Davis

### Recommended Action

That the Board approve the Career Pathway Agreements.

**Career and Technical Education  
Tallahassee Community College & Gadsden 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. 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 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. Gadsden County High School faculty and TCC faculty will review course textbooks, syllabi, and other institutional materials as needed in order to develop articulated programs of study.
2. Gadsden 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. Gadsden 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 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 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 Gadsden County and the TCC Career Pathways Specialist.

## GADSDEN COUNTY HIGH SCHOOLS CAREER PATHWAYS

High School Career Pathway	TCC A.S. Degree or Certificate	Assessment	Articulated Credit
<p><b>Administrative Office Specialist - E/W Gadsden County HS</b></p> <ul style="list-style-type: none"> <li>- Administrative Office Technology I</li> <li>- Administrative Office Technology I</li> <li>- Business Software Applications I</li> </ul>	<p>Office Administration, A.S. And/or Office Management Certificate</p>	<p>Completion of the high school Administrative Office Specialist plus Microsoft Office Master MICRO017; MOS Certified Application Specialist Certificate(s)</p>	<p>State Pathway: Microsoft Office Master MICO017 - CGS2100 (3 credit hours)</p> <p>TCC Pathway: Up to 9 hours credit awarded with MOS Certifications including Word, PowerPoint, Access, Excel</p>
<p><b>Criminal Justice - E/W Gadsden County HS</b></p> <ul style="list-style-type: none"> <li>- Criminal Justice Operations II</li> <li>- Criminal Justice Operations II</li> <li>- Criminal Justice Operations III</li> <li>- Criminal Justice Operations</li> </ul>	<p>Criminal Justice Technology, A.S.</p>	<p>Completion of high school Criminal Justice program</p>	<p>TCC Pathway: 9 hours credit awarded as Program Courses</p>

<p><b>Digital Design - W Gadsden County HS</b></p> <ul style="list-style-type: none"> <li>- Intro to Information Technology</li> <li>- Digital Design I</li> <li>- Digital Design II</li> <li>- Digital Design III</li> </ul>	<p>Graphic and Web Design Technology, A.S.</p>	<p>Completion of the high school Digital Design program plus CIW Master Designer PROSO004, Adobe Certified Associate Certificate(s)</p>	<p>State Pathway: CIW Master Designer - Professional Elective (3 credit hours)</p> <p>TCC Pathway: Up to 9 hours CGS1060 Computer and Internet Literacy Exemption Exam Up to 6 credit hours applied to program courses depending on Adobe certification presented</p>
<p><b>Applied Information Technology - E/W Gadsden HS</b></p> <ul style="list-style-type: none"> <li>- IT Programming Database</li> <li>- IT Programming Database</li> <li>- IT Technical Support /Networking</li> <li>- IT Web - Digital Media</li> </ul>	<p>Web Technologies, A. S. And/or Web Technologies Certificate</p>	<p>Completion of the high school Applied Information Technology Program plus CIW Assoc. Design Specialist PROSO001, CIW Master Designer PROSO004, MOS Certified Application Specialist Certification(s)</p>	<p>State Pathway: Up to 12 credit hours 6 credit hours awarded as CGS1820 &amp; CGS1555 CIW Master Designer - COP2822 (3 credit hours) and Program Elective (3 credit hours)</p> <p>TCC Pathway: Up to 6 hours credit awarded with MOS Certifications including Word, PowerPoint, Access, Excel</p>
<p><b>Nursing Assisting - E Gadsden HS</b></p> <ul style="list-style-type: none"> <li>- Medical Skills/ Research</li> <li>- Health Sciences I</li> <li>- Health Sciences II</li> <li>- Nursing Assistant III</li> </ul>	<p>Emergency Medical Services, A.S. And/or Emergency Medical Technician Certificate</p>	<p>Completion of the high school Allied Health Assisting program Plus CPR, Emergency Medical Responder EMR NREMT003</p>	<p>TCC Pathway: HSC2531 Medical Terminology Exemption Exam (3 credit hours) EMS1059C First Responder Credential (3 credit hours)</p>

**2015 - 2016**  
**Career and Technical Education**  
**Career Pathways Articulation Agreement between**  
**Gadsden Technical Institute 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. Gadsden 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 Gadsden 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 Gadsden Technical Institute program 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 Gadsden 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 Gadsden 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 Gadsden Technical Institute transcript.

### **Conditions of Agreement**

1. Gadsden 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. Gadsden Technical Institute and TCC's 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. Gadsden 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 Gadsden Technical Institute, the Director of Secondary Schools, the Provost and Vice President of Academic Affairs and the Dean of Technology of Professional Programs.

## GASDEN TECHNICAL INSTITUTE CAREER PATHWAYS

<p><b>Medical Administrative Specialist</b>  <b>PSAV 1050 Clock hours</b></p> <ul style="list-style-type: none"> <li>- Introduction to Information Technology</li> <li>- Medical Office Tech II</li> <li>- Medical Office Tech IV</li> <li>- Medical Office Tech VIII</li> </ul>	<p style="text-align: center;">Office Administration A. S.</p>	<p>Completion of Technical Center Medical Administrative Specialist PSAV program (1050 hours) plus MOS Certified Application Specialist Certification(s)</p>	<p>TCC Pathway: 12 credit hours awarded as MNA2021, GEB1011, MNA2130, Program Elective</p>
<p><b>Administrative Office Specialist</b>  <b>PSAV 1050 clock hours</b></p> <ul style="list-style-type: none"> <li>- BTE Core (150 hours)/ Front Desk Specialist (300 hours)</li> <li>- BTE Core (150 hours)/ Front Desk Specialist (300 hours)</li> <li>- Assistant Digital Production Designer (150 hours)</li> <li>- Administrative Assistant (450 hours)</li> </ul>	<p style="text-align: center;">Office Administration A.S.</p>	<p>Completion of Technical Center Administrative Office Specialist program (1050 hours)</p>	<p>TCC Pathway: 12 credit hours awarded as MNA2021, GEB1011, PAD2002, MNA2130</p>



**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.

\_\_\_\_\_  
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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director, Gadsden Technical Institute

**Career and Technical Education  
Tallahassee Community College & Leon 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. Leon 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. Leon County High 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. Leon 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 Leon 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 dual enrollment articulation agreement. The articulation committee will be composed of the Provost of Tallahassee Community College, Dean for Technology and Professional Programs of Tallahassee Community College, District Representative for Leon County, the TCC Career Pathways Specialist and others as so designated.

## LEON COUNTY HIGH SCHOOLS CAREER PATHWAYS

High School Career Pathway	TCC A.S. Degree or Certificate	Assessment	Articulated Credit
<p><b>Administrative Assisting/Intro to Computer Technology - LHS, LCHS</b></p> <ul style="list-style-type: none"> <li>- Keyboarding &amp; Bus. Skills &amp; Computer &amp; Bus. Skills OR Computing for College &amp; Career OR Intro to Information Technology</li> <li>- Administrative Office Technology I</li> <li>- Business Software Applications I</li> <li>- Digital Design I</li> <li>- Administrative Office Tech II &amp; III</li> <li>- Business Software Apps II</li> </ul>	<p>Office Administration, A.S. And/or Office Management Certificate</p>	<p>Completion of the high school Administrative Assisting/ Intro to Computer Technology program plus Microsoft Office Master MICRO0017; MOS Certified Application Specialist Certificate(s)</p>	<p>State Pathway: Depending on certifications earned: Microsoft Office Master MICO017 - CGS2100 (3 credit hours)</p> <p>TCC Pathway: Up to 12 hours credit awarded with MOS Certifications including Word, PowerPoint, Access, Excel - CTS1220C, 1230C, 2225C, 2401C</p>
<p><b>Allied Health Assisting - RHS</b></p> <ul style="list-style-type: none"> <li>- Health Sciences II</li> <li>- Health Science Education Directed Study</li> <li>- Nursing Assistant III</li> </ul>	<p>Emergency Medical Services, A.S. And/or Emergency Medical Technician Certificate</p>	<p>Completion of the high school Allied Health Assisting program</p>	<p>TCC Pathway: HSC2531 Medical Terminology Exemption Exam (3 credit hours) EMS1059C First Responder Credential (3 credit hours)</p>
<p><b>Criminal Justice - CHS</b></p> <ul style="list-style-type: none"> <li>- Criminal Justice Operations I</li> <li>- Criminal Justice Operations II</li> <li>- Criminal Justice Operations III</li> <li>- Criminal Justice Operations IV</li> </ul>	<p>Criminal Justice Technology, A.S.</p>	<p>Completion of high school Criminal Justice program</p>	<p>TCC Pathway: CGS1060 Computer and Internet Literacy Exemption Exam for Program Elective (3 credit hours) CCJ1020 The Criminal Justice System (3 credit hours)</p>

<p><b>Digital Design - CHS, GHS, LHS, LCHS, SAIL</b></p> <ul style="list-style-type: none"> <li>- Keyboarding &amp; Bus. Skills &amp; Computer &amp; Bus. Skills OR Computing for College &amp; Career OR Intro to Information Technology</li> <li>- Digital Design I , II and III</li> <li>- Digital Design IV and V</li> <li>- Digital Design VI and VII</li> </ul>	<p>Graphic and Web Design Technology, A.S.</p>	<p>Completion of the high school Digital Design program plus CIW Master Designer PROSO004, Adobe Certified Associate Certificate(s)</p>	<p>State Pathway: CIW Master Designer - Professional Elective (3 credit hours)</p> <p>TCC Pathway: CGS1060 Computer and Internet Literacy Exemption Exam towards electives (3 credit hours) Up to 6 credit hours applied to program courses depending on Adobe certification presented</p>
<p><b>Early Childhood Education - LCHS</b></p> <ul style="list-style-type: none"> <li>- Early Childhood Education I</li> <li>- Early Childhood Education II</li> <li>- Early Childhood Education III</li> <li>- Early Childhood Education IV</li> </ul>	<p>Early Childhood Development, Education and Management A.S.</p>	<p>Completion of the high school Early Childhood Education program plus Child Development Associate CPREC001; FCCPC</p>	<p>State Pathway: CDA/FCCPC - 9 credit hours awarded as EEC1308, EDF1004, EEC1907</p>
<p><b>Engineering Technology/Computer Integrated Manufacturing - GHS</b></p> <ul style="list-style-type: none"> <li>- Introduction to Engineering Design/ Pathways to Engineering</li> <li>- Principles of Engineering</li> </ul>	<p>Drafting and Design Technology A.S. OR Engineering Technology A.S.</p>	<p>Completion of the high school Engineering Tech/Computer Integrated Manufacturing program plus Autodesk Certified User - AutoCAD ADESK002</p>	<p>State Pathway: ETD1320 Introduction to CAD (3 credit hours)</p>
<p><b>Networking - GHS, LCHS, RHS</b></p> <ul style="list-style-type: none"> <li>- Introduction to Information Technology II</li> <li>- IT Programming Database III</li> <li>- IT Technical Support Networking III</li> <li>- IT Web - Digital Media III</li> </ul>	<p>Network Systems Technology, A. S.</p>	<p>Completion of the high school Networking program plus CompTIA Server+ COMPT009, and Network+ COMP006, CCNP CISCO005</p>	<p>State Pathway: Up to 18 credit hours awarded as CTS1134, CET1600, CET1610, CET2615, CET2620 and TBD depending on certification submitted</p>

<p><b>Web Design/ Information and Communications Technology - CHS</b></p> <ul style="list-style-type: none"> <li>- Web Design I</li> <li>- Web Design II</li> <li>- Web Design III</li> </ul>	<p>Web Technologies A. S. And/or Web Technologies Certificate</p>	<p>Completion of the high school Web Design/ Information and Communications Technology program plus CIW Associate Design Specialist PROSO001, CIW Master Designer PROSO004, Adobe Certified Associate, MOS Certified Application Specialist certifications</p>	<p>State Pathway: CIW Web Design Specialist: 6 credit hours awarded as CGS1820 and CGS1555 CIW Master Designer: 6 credit hours awarded as COP2822 and Program Elective</p> <p>TCC Pathway: Up to 9 credit hours awarded as CGS1000, CGS1060 exemption exams towards program electives; MOS Certifications including Word, PowerPoint, Access, Excel towards program electives</p> <p>Up to 6 credit hours awarded as program courses depending on Adobe certification presented.</p>
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**Career and Technical Education 2015 - 2016  
Career Pathways Articulation Agreement between  
Lively Technical Center 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. Lively Technical Center (Lively) 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 Lively Technical Center 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 Lively Technical Center 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 Lively Technical Center designee 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 Lively Technical Center program as reported by the Lively designee. This letter will identify the articulated college credit of the Career Pathway.

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

### **Conditions of Agreement**

1. Lively Technical Center and TCC's faculty will review course textbooks, syllabi and other institutional materials as needed in order to develop articulated programs of study.
2. Lively Technical Center and TCC's 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. Lively Technical Center 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 or designee, Lively Technical Center, the Provost and Vice President of Academic Affairs and the Dean of Technology of Professional Programs.



## LIVELY TECHNICAL CENTER CAREER PATHWAYS

<p><b>Accounting Operations PSAV</b></p> <ul style="list-style-type: none"> <li>- OTA0040 Information Technology Assistant (150 hours)</li> <li>- ACO0040 Accounting Clerk (300 hours)</li> <li>- ACO0041 Accounting Associate (300 hours)</li> <li>- ACO0042 Accounting Assistant (150 hours)</li> </ul>	<p>Office Administration A.S.</p>	<p>Completion of Technical Center Accounting Operations program (900 hours) plus Microsoft Office certifications</p>	<p>State Pathway: 6 credit hours awarded as MNA1161 and TBD</p> <p>TCC Pathway: Up to 12 credit hours awarded as CTS1220C, 1230C, 2225C, 2401C depending on MOS certification presented</p>
<p><b>Administrative Office Specialist PSAV</b></p> <ul style="list-style-type: none"> <li>- OTA0040 Information Technology Assistant (150 hours)</li> <li>- OTA0041 Front Desk Specialist (300 hours)</li> <li>- OTA0030 Assistant Digital Production Designer (150 hours)</li> <li>- OTA0043 Administrative Assistant (450 hours)</li> </ul>	<p>Office Administration A.S.</p>	<p>Completion of Technical Center Administrative Office Specialist program (1050 hours) plus Microsoft Office certifications</p>	<p>State Pathway: 12 credit hours awarded as MNA2021, GEB1011, MNA2130, and TBD</p> <p>TCC Pathway: Up to 12 credit hours awarded as CTS1220C, 1230C, 2225C, 2401C depending on MOS certification presented</p>

<p><b>Computer Systems and Information Technology PSAV</b></p> <ul style="list-style-type: none"> <li>- Computer Systems Technician (300 hours)</li> <li>- Computer Network Technician (150 hours)</li> <li>- Computer Network Specialist (150 hours)</li> <li>- Computer Security Technician (300 hours)</li> </ul>	<p>Network Systems Technology, A. S.</p>	<p>Completion of Technical Center Computer Systems and Information Technology program (900 hours) plus CompTIA Certifications; Cisco Certifications</p>	<p>State Pathway: 9 credit hours awarded as CGS1555; CGS1060 and TBD</p> <p>TCC Pathway: Up to 21 credit hours awarded depending on certification submitted: CTS1134, CET1600 , CET1610, CET2615, CET2620, CNT2401, CTS1131</p>
<p><b>Digital Media/Multimedia Design</b></p>	<p>Graphic and Web Design Technology, A.S.</p>	<p>Completion of Technical Center Digital Media/ Multimedia Design (1050 hours)</p>	<p>State Pathway: 9 credit hours awarded as PGY1800C; towards electives CGS1060, CAP2703</p>

<p><b>Legal Administrative Specialist PSAV</b></p> <ul style="list-style-type: none"> <li>- OTA0040 Information Technology Assistant (150 hours)</li> <li>- OTA0041 Front Desk Specialist (300 hours)</li> <li>-OTA0042 Administrative Support (150 hours)</li> <li>- OTA0050 Legal Administrative Specialist (450 hours)</li> </ul>	<p>Office Administration A. S.</p>	<p>Completion of Technical Center Legal Administrative Specialist PSAV program (1050 hours) plus MOS Certified Application Specialist Certification(s)</p>	<p>State Pathway: 12 credit hours awarded as MNA2021, GEB1011, MNA2130, TBD</p> <p>TCC Pathway: Up to 12 credit hours awarded depending on certification submitted: CTS1220C, CTS1230C, CTS2225C, CTS2401C</p>
<p><b>Medical Administrative Specialist PSAV</b></p> <ul style="list-style-type: none"> <li>- OTA0040 Information Technology Assistant (150 hours)</li> <li>- OTA0041 Front Desk Specialist (300 hours)</li> <li>-OTA0631 Medical Office Technologist (300 hours)</li> <li>- OTA0651 Medical Administrative Specialist (300 hours)</li> </ul>	<p>Office Administration A. S.</p>	<p>Completion of Technical Center Medical Administrative Specialist PSAV program (1050 hours) plus MOS Certified Application Specialist Certification(s)</p>	<p>State Pathway: 12 credit hours awarded as MNA2021, GEB1011, MNA2130, TBD</p> <p>TCC Pathway: Up to 12 credit hours awarded depending on certification submitted: CTS1220C, CTS1230C, CTS2225C, CTS2401C</p>

<p><b>Network Support Services PSAV</b></p> <ul style="list-style-type: none"> <li>- Information Technology Assistant (150 hours)</li> <li>- Computer Support Assistant (150 hours)</li> <li>- Network Support Administrator (150 hours)</li> <li>- Network Support Help Desk Support Assistant (150 hours)</li> <li>- Senior Network Support Administrator (150 hours)</li> <li>- Wireless Network Administrator (150 hours)</li> <li>- Data Communications Analyst (150 hours)</li> </ul>	<p>Help Desk/ Technical Support A.S.</p>	<p>Completion of Technical Center Network Support Services program (1050 hours) plus Desktop Support Technician MICRO006</p>	<p>State Pathway: 9 credit hours awarded as CGS1555; CGS1060 and CGS1000 4 credit hours awarded as CTS2155 depending on credential submitted</p>
<p><b>Web Development PSAV</b></p> <ul style="list-style-type: none"> <li>- Information Technology Assistant (150 hours)</li> <li>- Web Design Foundations (150 hours)</li> <li>- Web Interface Design (150 hours)</li> <li>- Web Scripting (150 hours)</li> <li>- Web Media Integration (150 hours)</li> <li>- Web E-Commerce (150 hours)</li> <li>- Web Interactivity (150 hours)</li> </ul>	<p>Web Technologies A.S. OR Graphic and Web Design A.S.</p>	<p>Completion of Technical Center Web Development program (1050 hours) plus Adobe Certifications</p>	<p>9 credit hours awarded as TBD, CGS1820, GRA2140  Up to 6 credit hours awarded depending on Adobe certification presented</p>

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

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chair, Leon County School Board

\_\_\_\_\_  
Date

\_\_\_\_\_  
Superintendent, Leon County School District

## **Career and Technical Education**

### **Tallahassee Community College & Wakulla 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. 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 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. Wakulla County High School faculty and TCC faculty will review course textbooks, syllabi, and other institutional materials as needed in order to develop articulated programs of study.
2. Wakulla 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. Wakulla 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 Wakulla 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 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 Wakulla County and the TCC Career Pathways Specialist.

## Wakulla COUNTY HIGH SCHOOLS CAREER PATHWAYS

High School Career Pathway	TCC A.S. Degree or Certificate	Assessment	Articulated Credit
<p><b>Digital Design - WHS</b></p> <ul style="list-style-type: none"> <li>- Computing for College &amp; Career</li> <li>- Digital Design I</li> <li>- Digital Design II</li> <li>- Digital Design III</li> </ul>	<p>Graphic and Web Design Technology, A.S.</p>	<p>Completion of the high school Digital Design program plus CIW Master Designer PROSO004, MOS Certified Application Specialist Certificate(s)</p>	<p>State Pathway: CIW Master Designer - Professional Elective (3 credit hours)</p> <p>TCC Pathway: up to 12 hours Up to 3 hours credit awarded as CGS1060 Computer and Internet Literacy Exemption Exam Up to 9 hours professional elective credit based upon certification submitted</p>
<p><b>Nursing Assistant, Acute and Long Term Care - WHS</b></p> <ul style="list-style-type: none"> <li>- Biomedical Research</li> <li>- Health Sciences I</li> <li>- Health Sciences II</li> <li>- Nursing Assistant III</li> </ul>	<p>Emergency Medical Services, A.S. And/or Emergency Medical Technician Certificate</p>	<p>Completion of the high school Nursing Assistant program plus CPR, Emergency Medical Responder EMR NREMT003</p>	<p>TCC Pathway: HSC2531 Medical Terminology Exemption Exam (3 credit hours) and EMS1059C First Responder Credential (3 credit hours)</p>



<p><b>Accounting Operations - WHS</b></p> <ul style="list-style-type: none"> <li>- Computing for College &amp; Career</li> <li>- Accounting I</li> <li>- Accounting II</li> </ul>	<p>Office Administration, A.S.</p>	<p>Completion of the high school Accounting Operations program plus MOS Specialist MICRO069, MOS Certified Application Specialist Certificate(s)</p>	<p>State Pathway: Microsoft Office Specialist MICRO069 - 3 hours credit TBD</p> <p>TCC Pathway: Up to 9 hours credit awarded with MOS Certifications including Word, PowerPoint, Access, Excel</p>
<p><b>Web Development - WHS</b></p> <ul style="list-style-type: none"> <li>- Computing for College and Career</li> <li>- Foundations of Web Design</li> <li>- Web Development I</li> <li>- Web Development II</li> </ul>	<p>Web Technologies A. S. And/or Web Technologies Certificate</p>	<p>Completion of the high school Web Development program plus CIW Web Design Specialist PROSO022, MOS Certified Application Specialist certifications</p>	<p>State Pathway: 6-12 hours CIW Web Design Specialist: 6 credit hours awarded as CGS1820 and CGS1555 CIW Master Designer: 6 credit hours awarded as COP2822 and Program Elective</p> <p>TCC Pathway: Up to 9 credit hours awarded as CGS1000, CGS1060 exemption exams; MOS Certifications including Word, PowerPoint, Access, Excel</p>

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

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chair, Wakulla County School Board

\_\_\_\_\_  
Date

\_\_\_\_\_  
Superintendent, Wakulla County School District

## **Career and Technical Education**

### **Tallahassee Community College & Florida State University Schools 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. 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 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 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 Career and Technical Education contact informing students of the Career Pathway articulation agreement opportunities.

## **Conditions of Agreement**

1. Florida State University Schools faculty and TCC faculty will review course textbooks, syllabi, and other institutional materials as needed in order to develop articulated programs of study.
2. Florida State University 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. Florida State University 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 Florida State University 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 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, Representative for Florida State University Schools and the TCC Career Pathways Specialist.

**IN WITNESS WHEREOF**, the Florida State University Schools, 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

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chair, Florida State University Schools

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director, Florida State University Schools

High School Career Pathway	TCC A.S. Degree or Certificate	Assessment	Articulated Credit
Certified Nursing Assistant	Emergency Medical Services (EMS) A.S.	Complete high school program and the following:	
		TCC exemption exam	HSC2531 Medical Terminology 3 credit hours
		First Responder credential	EMS1059C First Responder 3 credit hours
	Emergency Medical Technician Certificate	Complete high school program and the following:	
		First Responder credential	EMS1059C First Responder 3 credit hours

<b>High School Career Pathway</b>	<b>TCC A.S. Degree or Certificate</b>	<b>Assessment</b>	<b>Articulated Credit</b>
Digital Design	Graphic Design Technology A.S.	Complete high school program and the following:	
		ADOBE Certified Associate certification	PGY2801C Photoshop 3 credit hours
		IC3 certification or TCC CGS1060 exemption exam	CGS1060 Computer and Internet Literacy 3 credit hours
		Certified Internet Web Master Designer certification	Program Course To Be Determined 3 credit hours