



Course Articulation Agreement Procedures and Provisions

CSC175 - Intermediate Computing Topics (Desktop Publishing)

3 Credits

The student will choose an intermediate or advanced computing topic that addresses current technology, with the consent of the instructor, which will be pursued in depth. A learning contract will be created and signed by the student and instructor specifying the competencies to achieve during the course. The chosen topic may be a course in the BBCC catalog.

STUDENT PROCEDURES

1. Enroll in the required high school class.
2. Register for Tech Prep dual credit at www.bigbend.edu/techprep.
3. Register for the Tech Prep dual credit articulated course during the same academic year the high school class is completed. If a series of courses are involved in the articulation, students register for credit during the same academic year the last course in the series is completed. **Students cannot earn "retroactive credit" for courses taken in previous years.**
4. Earn a grade of 'B' (3.0) or better in all courses required under the articulation agreement.
5. Complete all required skills as identified on the competency profile.
6. If an exam or review of completed work is required under the terms of this agreement, students must receive a passing score (determined by college or industry certification) to earn college credit.

TEACHER PROCEDURES

1. Ensure all students receive a copy of the course syllabus outlining information about Tech Prep, the college course competencies, and the process required to earn college credit. See attached "College Tech Prep Notice to Students."
2. Hold students accountable for the same competency standard and course expectations as required by the college-equivalent course (*see competency list attached*).
3. If required for articulation, ensure students are prepared to take industry certification exams, complete a professional portfolio documenting their work, or take a final exam to measure their level of skill and competence in the coursework.
4. Submit final grades for all students registered to earn Tech Prep college credit **within 30 days** of high school course completion.
5. Attend scheduled meetings, workshops or in-service activities that enhance the high school/college partnership and support implementation of the Tech Prep articulated program.

ARTICULATION PROVISIONS

1. This agreement is based upon a minimum of 70 hours contact time in the approved high school course.
2. Students must complete projects and competencies approved by both college and high school instructors.
3. If the high school course content changes, this agreement must be amended and approved by the college instructor.

4. The high school will submit a list of required student projects at the beginning of each academic year.
5. When the college credits are posted, the college course will be identified with the high school course name/project.
6. Credits in this course may be applied to degree requirements in the following program:
 - Computer Science Technology

COURSE COMPETENCIES

The following school has a current articulation for CSC175. For a list of competencies see:

- [Wahluke High School](#)

Several high schools have discontinued this articulation and replaced it with the following:

- CSC116 – Introduction to WebPage Design & HTML or
- CSC117 – Introduction to Computing Multimedia

If the course competencies for a high school do not align with CSC116 or CSC117, then they may articulate CSC175. A high school course syllabus and a list of the competencies will be provided to BBCC prior to final articulation. The project topic will be identified and the list of competencies will be included in the final articulation.

College Tech Prep Notice to Students

The high school syllabus MUST include a notice to students indicating the course is Tech Prep approved and articulated with one or more colleges.

The following statement is a **sample** notice. You can use/modify the statement below to include in your syllabus:

Example:

This course is College Tech Prep approved and articulated with Big Bend Community College and the following program area:

Computer Science Technology

Students, who demonstrate proficiency of the college course competencies with a 'B' (3.0) or better grade, may earn college credit through the Tech Prep dual credit registration process. The college competencies are attached to this syllabus. During the (semester/year) all competencies will be covered in class...some may require additional independent work by the student. To earn college credit students are required to pass a skill check/assessment with the high school instructor.

Students may earn credit for the following college course(s):

 CSC175 College Course Number **3** credits

 Intermediate Computing Topics (Desktop Publishing) College Course Name