

High School Articulated Credit

Mott Community College

Through articulation agreements Mott Community College may grant college credit for certain courses taken in high school. These agreements recognize that skills and competencies are developed through successful completion of specific coursework. Articulated credit is awarded to students who achieve the competencies agreed to and continue in a related program of study at Mott Community College. Benefits of articulated credit can include savings on tuition, books and fees, saving time and avoiding duplicative coursework, and providing time in the schedule for expanded program content.

There are three major processes required for articulation:

- Developing the Agreement (HS/CC)
- Earning the articulated credit (High School)
- Utilizing the articulated credit (Community College)

Developing the Agreement

An articulation agreement may be written between Mott Community College (MCC) and a local high school or career center. The articulation agreement reflects a Program of Study that begins at the secondary level and continues at MCC. Secondary and postsecondary instructors/program coordinators compare the skills and competencies, expected outcomes, assessments, textbooks, syllabi and other related information to ensure that students who earn articulated credit are prepared to continue in the sequence of courses to complete the program. If it is determined that an articulation agreement is warranted, an agreement is developed and signed by institutional leaders.

Provisions of the written agreement include:

- No fee shall be charged for articulated credit
- The high school instructor must recommend the MCC course credit(s) for individual students on the Articulation Application form
- Students must enroll and apply for articulated credit within two years of graduation from High School
- Students must declare a related Program of Study (Major) when enrolling and requesting articulated credit
- 50% of credits in specialized areas and a minimum of 30 of the last 45 credits towards an Associate Degree must be earned at MCC (*15 of the last 30 credits towards a Certificate*)
- Students receiving articulated credit must meet and maintain entrance academic standards, including pre-requisites of the intended program of study
- Articulated credit will carry no grade (will not be included in the GPA calculation)
- Articulated credits may not be accepted by transfer institutions

Earning the Articulated Credit

Once an articulation agreement is in place, the high school or career center provides instruction and assesses individual student achievement. The instructor determines if the student has achieved the skills and competencies (per the articulation agreement) necessary for success in the next course in the sequence in the Program of Study. Upon completion, the instructor completes the Articulation Application with specific recommendations for course(s) and articulated credit(s) for the individual student. CTE Teachers in the secondary programs and high school counselors are encouraged to communicate the opportunity to articulate credit in the related program(s) of study to students and parents.

Mott Community College provides the three-part form (Articulation Application) and suggests that the secondary instructor/institution provide a listing of students for whom they are recommending credit to the MCC Tech Prep Director.

Listings of articulation agreements (by high school, program or county) are available on the MCC website at http://www.mcc.edu/articulation/hs_index.shtml.

Utilizing School Agreements

Students who intend to continue the program of study and take advantage of articulated credit at Mott Community College (MCC) are responsible for bringing the signed Articulation Application form when they meet with Admissions and Counseling/Advising representatives (following their application and acceptance to the college). The students and MCC representatives should review the provisions of the agreement (available in hard copy or on the MCC website (http://www.mcc.edu/articulation/hs_index.shtml)) to comply with provisions of the specific agreement. It is also advisable to meet with the Coordinator of the program prior to scheduling classes.

MCC Advisors will assist the students with course selection to complete the program of study. The Advisor should discuss articulation opportunities with the student. If the student chooses to use the articulated credit, the articulation application form should be given to the Program Coordinator. The Program Coordinator will sign the form and forward to the Dean of the Division for signature once the student has fulfilled the provisions of the agreement (*i.e. enrolled in related program of study; completion of subsequent course*). The fully signed application form will be forwarded to the Registrar's Office for the credits to be posted on the student transcript.

Notes:

1. *Articulated credit will not be awarded to students who are "undecided" and/or who do not continue in a related program of study.*
2. *Students who intend to transfer to other colleges or universities should contact the institution to determine if the articulated credits will be accepted*