

**Tech Prep Agreement
Letter of Understanding
between
Sinclair Community College
and
School District Name**

Sinclair Community College and the **School District Name** have joined together to address the educational needs of the workforce with the development of a **Tech Prep Construction & Architecture Technology** program. Tech Prep is a seamless, four-year program spanning the junior year in high school through the completion of an associate's degree. It offers a high level alternative to the traditional college prep program and a solid academic foundation based on real life applications. The planned sequence of courses minimizes duplication and provides students with an advanced skill level in their program of study.

The purpose of this agreement is to establish program requirements and procedures for a close working relationship between Sinclair Community College and **School District** in order to implement a well-coordinated technical education program leading to one of the following degrees from the **Science, Math and Engineering Division**:

**Associate of Applied Science in Architectural Technology
Associate of Applied Science in Civil Engineering Technology
Associate of Applied Science in Construction Management Technology
Associate of Applied Science in Heating, Ventilating, Air Condition & Refrigeration
Engineering Technology
Associate of Technical Studies in Construction Supervision**

Based upon the mutual concern of Sinclair Community College and the **School District** for the needs of students pursuing an advanced technology degree and in an effort to provide a continuing articulated program from the junior year in high school through the associate degree, we, the undersigned, hereby subscribe to the following guidelines:

1. Upon entry into the Tech Prep program, students will be jointly admitted to Sinclair Community College.
2. Students will complete entry-level competencies during their junior and senior years and move into advanced levels of study at the community college. *The program of study for the four-year program is outlined in the attached curriculum pathway, Appendix A.*
3. Students must complete the high school portion of the curriculum with at least a "C" average

4. The curriculum pathway details the waiver of any courses at Sinclair based on completion of the courses during the junior and senior years as part of a special course offering by Sinclair at the high school, courses jointly taught, or completion through the high school Tech Prep curriculum.
 - *Table 2* lists courses for which credit(s) will be awarded to Sinclair Community College based on successful completion of the Tech Prep proficiency test(s). Course credit will be posted to a SCC transcript if student scores a grade of C or higher for these course(s).
 - *Table 3* lists courses to be awarded to Sinclair Community College based on successful completion of the relevant NCCER examinations to be administered by an NCCER-certified high school instructor at the conclusion of individual modules taught as part of the high school program and verified by the college's Academic Credit Assessment Information Center (ACAIC).
 - *Table 4* lists those courses which will receive Sinclair Community College credit based on current OSHA certification.
5. Representatives from each institution will meet annually to review and make amendments, as necessary, based on curriculum changes.

Dr. Helen Grove, Provost (date)
Sinclair Community College

School District, Superintendent (date)
School District Name

Attachments: Curriculum Pathway and Tech Prep Admissions Policy

School District Name
Tech Prep Construction & Architecture Technology Cluster

Table 1
Entrance Requirements

High School Program	Meet program admission standards as determined by local compact/comprehensive/CTPD secondary sites
Sinclair Community College	<ul style="list-style-type: none"> • Successful completion of the Tech Prep program High School graduation • Completion of all SCC admissions/matriculation requirements

Table 2
Sinclair Community College Credits by Proficiency Examinations

<p>Proficiency examinations administered by SCC faculty during the junior and senior years of the Tech Prep program. Course credit will be posted to a SCC transcript if student scores a grade of C or higher for these course(s).</p> <p>The application of credits earned will depend on the specific high school program.</p>	<p>CAT 101 - Architectural Drafting: <i>3 credit hrs.</i> CAT 102 – Architectural Detail Drafting: <i>3 credit hrs.</i> CAT 105 – Residential Construction Materials & Methods: <i>4 credit hrs.</i> CAT 138 – Architectural Blueprint Reading: <i>3 credit hrs.</i> CAT 141 – Portland Cement Concrete Level I: <i>4 credit hrs</i> CAT 145 – Intro to OSHA Construction Standards: <i>1 credit hrs</i> CAT 154 – Structural Framing Systems I: <i>4 credit hrs</i> CAT 155 – Structural Framing Systems II: <i>4 credit hrs</i> CAT 159 – Excavation Equipment & Operations: <i>4 credit hrs</i> CAT 199 – Architectural 2-D Drafting: <i>3 credit hrs</i> ETD 198 – PC Applications for Eng Technology: <i>2 credit hrs</i> ETD 199 – Introduction to CAD Concepts: <i>2 credit hrs</i></p>
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	HVA 140 – HVAC Installation Techniques: <i>3 credit hrs</i> HVA 144 – Introduction to HVAC Systems: <i>3 credit hrs</i>
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Table 3
Articulated Credits by NCCER Certification

<p>NCCER examinations are administered by an NCCER-certified high school instructor at the conclusion of individual modules taught as part of the high school program. In order to receive credit for SCC course(s), the student must pass with a score of 70 percent or above on the relevant Level One NCCER exam. For some SCC courses, the score the student received, and the nature of the high school instruction, will determine the number of SCC credit hours earned.</p>	
NCCER Module	SCC Course
Construction Technology and Carpentry Electrical HVAC&R Plumbing	CAT 181 Construction Techniques I: <i>4 credit hrs</i> EER/EET 181 Electrical Construction I: <i>4-8 credit hrs</i> HVA 101 ABC Level 1-A Core Curriculum: <i>3.5 credit hrs</i> HVA 102 HVAC Level 1-B ABC: <i>3.5 credit hrs</i> HVA 112 Sheetmetal Level 1-B ABC: <i>3.5 credit hrs</i> HVA 122 Plumbing Level 1-B ABC: <i>3.5 credit hrs</i> HVA 124 Plumbing Level 2-B ABC: <i>3.5 credit hrs</i>
<p>In addition, the SCC courses listed in Table 2 of this articulation agreement may be challenged by proficiency examination.</p>	

Table 4
Articulated Credits by OSHA Certification

OSHA Certification	SCC Course
OSHA Part 1910 10-hour training completion card	CAT 145 - Introduction to OSHA Construction Standards: <i>1 credit hrs</i>
OSHA Part 1926 30-hour training completion card	CAT 231 - OSHA Construction Standards: <i>3 credit hrs</i>

