

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

The United States' ability to grow and prosper in a global economy depends upon a strong technical workforce. Currently, many students are graduating from high school unprepared for employment and with no commitment to continuing their education. It is crucial that the educational community develop programs that help students learn within the context of real-life experiences and develop lifelong learning competencies. This requires collaboration between secondary and post-secondary institutions with strong linkages with employers.

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 Health Sciences 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 an **Associate of Applied Science with a major in a Life & Health Sciences Division program, including but not limited to :**

◆ Dental Hygiene ◆ Dietetic Technology ◆ Exercise Science ◆ Health Information Management ◆ Medical Assistant Technology ◆ Mental Health Technology ◆ Nursing ◆ Occupational Therapy Assistant ◆ Physical Therapist Assistant ◆ Radiologic Technology ◆ Respiratory Care ◆ Surgical Technology

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.

School District Name

2. Students will complete entry-level competencies during their junior and senior years and move into advanced levels of study at the community college.
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* details any required proficiency/challenge exams the student needs to take prior to attending Sinclair. If a student earns a “C” or better, the credit will be posted to the student’s Sinclair transcript.
 - *Table 3* lists any courses for which credit will be articulated to Sinclair Community College based on successful completion of requirements. Student must request that the credit be posted to their Sinclair Community College transcript after completion of their high school program. Course and credit hours will be posted with a “Y” (Proficiency) grade to the student’s transcript.
5. Representatives from each institution will meet annually to review and make amendments, as necessary, based on curriculum changes.

This agreement is hereby signed on _____, by:

Dr. Helen Grove, Provost
Sinclair Community College

School District, Superintendent
School District Name

School District Name
Tech Prep Health Sciences Program
Entrance Requirements

Table 1

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 • Completion of application cards for the Health Sciences programs indicating first and second choices at the time of application to SCC. The date these cards are received by the appropriate college office serves as the date of eligibility providing students meet program prerequisites by April 1 of the year following high school graduation (i.e. the students first year at SCC). • Completion of prerequisites listed on Life & Health Sciences Checklists

College Credit Opportunities

Table 2
Proficiency Examinations

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 the following course(s)	ALH 103 Introduction to Health Care Delivery <i>3 credit hours</i> BIO 107 Human Biology <i>5 credit hours</i> HIM 121 Basic Medical Terminology <i>3 credit hours</i> HIM 122 Specialized Medical Terminology <i>3 credit hours</i> MAT 101 Elementary Algebra <i>4 credit hours</i> MAT 106 Allied Health Mathematics <i>4 credit hours</i>
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Table 3
Articulated Credit

<p>Credit articulated to Sinclair Community College based on successful completion of requirements. Student must request that the credit be posted to their Sinclair Community College transcript after completion of their high school program. Course and credit hours will be posted with a “Y” (Proficiency) grade to the student’s transcript.</p>	<p>ALH 113 Venipuncture for Health Care Providers <i>1 credit hour</i></p> <p>ALH 130 Electrocardiography for Health Care Providers <i>1 credit hour</i></p> <p>DEH 120 Introduction to Dental Terminology <i>1 credit hour</i></p>
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