


JIMMY H. BAKER  
Chancellor

**MEMORANDUM #2017-WED-074**

DATE: October 23, 2017

TO: Presidents, Alabama Community College System

FROM: Jimmy Baker, Chancellor   
Ed Richardson, Interim State Superintendent of Education

RE: Statewide Articulation for Career and Technical Education Courses  
Memorandum of Agreement

We are pleased to announce that the attached listings of Career and Technical Education courses from Alabama State Department of Education secondary institutions and the corresponding Alabama Community College System courses are approved for statewide articulation. The effective date of this approval coincides with the date of signatures of approval and will remain in effect until superseded. Attachment 1 lists courses approved for statewide articulation.

Students completing the quality assurance criteria outlined below will receive articulated credit to the Alabama Community College System institution of their choice that offers the corresponding program of study. Performance or knowledge testing of secondary program graduates is not required as part of the articulation process.

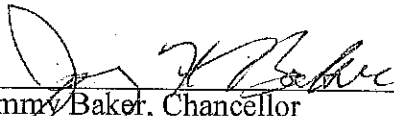
Articulation Criteria

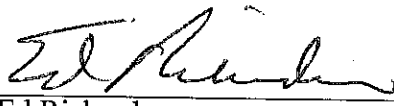
1. A current Statewide Career and Technical Education Course Articulation Agreement (the "articulation agreement") is in effect for the postsecondary course for which articulation credit is sought.
2. The secondary courses applicable to the articulation agreement are certified under the State Department of Education Business and Industry Certification (BIC) standards.
3. Teachers of the secondary courses for which articulation credit is sought were certified by the Alabama State Board of Education to teach those courses at the time the student passed the course(s) and meet instructor qualifications established by the Alabama State Board of Education for postsecondary instructors of the collegiate course(s) in which articulated credit is requested.
4. The student must have earned a letter grade of "C" (2.0 on a 4.0 scale) or higher in the secondary course(s) for which articulation is being sought.
5. The student must be admitted to the college from which articulation credit is granted.
6. Colleges may grant articulated credit for courses not within the student's declared program of study.

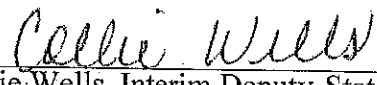
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7. Articulation credit must be requested by the student no later than 20 months after high school graduation.
8. Coursework completed in grades 10 through 12 is eligible for articulated credit.
9. Articulation credit is not available in postsecondary courses if granting such credit violates policies or regulations of licensure agencies or regulatory boards.
10. The secondary teacher or Career/Tech Administrator is authorized to provide certification signatures.

For more information please contact Ms. Natalie E. English at (334) 293-4574 or by email at [natalie.english@accs.edu](mailto:natalie.english@accs.edu).

  
Jimmy Baker, Chancellor  
Alabama Community College System

  
Ed Richardson  
Interim State Superintendent of Education  
Alabama State Department of Education

  
Collie Wells, Interim Deputy State  
Superintendent of Education  
Career and Technical Education/  
Workforce Development Division

Attachment

cc: Academic Officers

| Postsecondary Courses |  | Credit Value | Secondary Course Numbers | Required Secondary Courses                     |
|-----------------------|--|--------------|--------------------------|--|
| CHD                   | Child Development                                    |              |                          |  |
| 100                   | Introduction to Early Care and Education of Children | 3            | 510021                   | Child Development and                          |
|                       |  |              | 460009                   | Education and Training                         |
|                       |  |              | OR                       |  |
|                       |  |              | 460013                   | Early Childhood Education I and                |
|                       |  |              | 460014                   | Early Childhood Education II                   |
| 202                   | Children's Creative Experiences                      | 3            | 510021                   | Child Development and                          |
|                       |  |              | 510043                   | Creative Arts                                  |
| CLR                   | Clerical   |              |                          |  |
| 101                   | Beginning Keyboarding                                | 3            | 450006                   | Business Technology Applications               |
| 104                   | Advanced Keyboarding                                 | 3            | 450006                   | Business Technology Applications               |
| 125                   | Word Processing                                      | 3            | 450006                   | Business Technology Applications               |
| CNC                   | Computer Numerical Control                           |              |                          |  |
| 111                   | Introduction to Computer Numerical Control           | 3            | 540042                   | Introduction to Computer Numerical Control and |
|                       |  |              | 540043                   | Intermediate Computer Numerical Control        |
| 139                   | Basic Computer Numerical Control                     | 2            | 540042                   | Introduction to Computer Numerical Control and |
|                       |  |              | 540043                   | Intermediate Computer Numerical Control        |
| CIS and DPT           | Computer Science                                     |              |                          |  |
| 111                   | Word Processing Software Applications                | 3            | 450006                   | Business Technology Applications and           |
|                       |  |              | 450031                   | Business Technology Applications - Advanced    |
| 113                   | Spreadsheet Software Applications                    | 3            | 450006                   | Business Technology Applications and           |
|                       |  |              | 450031                   | Business Technology Applications - Advanced    |
| 115                   | Presentation Graphics Software Applications          | 3            | 450006                   | Business Technology Applications and           |
|                       |  |              | 450031                   | Business Technology Applications - Advanced    |
| 149                   | Introduction To Computers                            | 3            | 520005                   | Information Technology Fundamentals            |
|                       |  |              | OR                       |  |
|                       |  |              | 450006                   | Business Technology Applications               |
| 161                   | Introduction to Network Communications               | 3            | 520021                   | Networking I                                   |

| Postsecondary Courses |   | Credit Value | Secondary Course Numbers | Required Secondary Courses                                    |
|-----------------------|---|--------------|--------------------------|---|
| MSP                   | Machine Shop Technology   |              |                          |   |
| 101                   | Basic Machining Technology  | 5            | 540041                   | Introduction to Precision Machining and                       |
|                       |   |              | 540048                   | Introduction to Milling, Drill Press, and Surface Grinder and |
|                       |   |              | 540047                   | Introduction to Lathe   |
| 111                   | Introduction to Computer Numerical Control                            | 2            | 540042                   | Introduction to Computer Numerical Control and                |
|                       |   |              | 540043                   | Intermediate Computer Numerical Control                       |
| MTT                   | Machine Tool Technology   |              |                          |   |
| 139                   | Basic Computer Numerical Control                                      | 3            | 540042                   | Introduction to Computer Numerical Control and                |
|                       |   |              | 540043                   | Intermediate Computer Numerical Control                       |
| 147 and 148           | Introduction to Machine Shop I and Introduction to Machine Shop I Lab | 6            | 540041                   | Introduction to Precision Machining and                       |
|                       |   |              | 540048                   | Introduction to Milling, Drill Press, Surface Grinder and     |
|                       |   |              | 540047                   | Introduction to Lathe   |
| MAS                   | Masonry   |              |                          |   |
| 111                   | Masonry Fundamentals  | 3            | 432701                   | NCCER Masonry 1   |
| 121                   | Brick/Block Masonry Fundamentals                                      | 3            | 432702                   | NCCER Masonry 2 and   |
|                       |   |              | 432703                   | NCCER Masonry 3   |
| OAD and SET           | Office Administration   |              |                          |   |
| 103                   | Intermediate Keyboarding  | 3            | 450006                   | Business Technology Applications                              |
| 110                   | Computer Navigation   | 3            | 450006                   | Business Technology Applications                              |
| 125                   | Word Processing   | 3            | 450006                   | Business Technology Applications                              |
| 135                   | Financial Record Keeping  | 3            | 470012                   | Accounting  |
| PHM                   | Pharmacy Technician/Assistant   |              |                          |   |
| 100                   | Introduction to Pharmacy  | 2            | 490022                   | Intro to Pharmacy   |
| RTV                   | Radio and TV Broadcasting   |              |                          |   |
| 125                   | Digital Photography Foundation  | 3            | 440051                   | Introduction to Commercial Photography and                    |
|                       |   |              | 440052                   | Medium Format Photography                                     |
| VCM                   | Visual Communication  |              |                          |   |
| 145                   | Introduction to Digital Photography                                   | 3            | 440051                   | Introduction to Commercial Photography and                    |
|                       |   |              | 440052                   | Medium Format Photography                                     |