

Secondary Articulation Agreement

Part A (To be completed by Secondary CTE Instructor or Administrator.)

District / High School / Career Center	Dearborn Public Schools/Dearborn High School		
Secondary Program Title:	Marketing	CIP Code:	52.1999
Name and Title of Secondary Contact:	Majed Fadlallah, Director Early Middle Colleges, Dual Enrollment and College Partnerships		
Mailing Address:	18700 Audette	Dearborn	MI 48124
	Street & Office Number	City	State & Zip
Office Phone:	313	317-1588	Email: fadlalm@dearbornschools.org
	Area Code	Number	

Part B (To be completed by HFC Instructor, Dean, Associate Dean or Administrator.)

HFC Program Title:	Business Administration	CIP Code:	52.0201
Date of Agreement:	04/02/2021		
Agreement Period:	3 Years		
*Expiration Date:	04/02/2024		

*For the purposes of students enrolling and receiving articulated credit, this agreement remains effective for three (3) additional years after the expiration date. This will allow students who completed the secondary program during the agreement period to finalize the agreed upon requirements and receive articulated credit.

Purpose: The purpose of this agreement is to facilitate the transition of students from the above-named high school Career and Technical Education program to the aligned Associate Degree Program or Career and Technical Education Program at Henry Ford College (HFC). Academic credit is awarded for course requirements of the HFC certificate or degree program based on the completion of equivalent courses in the above named program at the recognized secondary institution.

General Terms and Conditions: An articulation agreement established with the College shall not exceed three years in duration. Students requesting articulated credit shall satisfy the conditions and requirements as stated in this agreement within three (3) years after their termination of student status at the secondary institution. Any request received after that period shall be subject to approval by the appropriate HFC instructor and dean. Credit will be awarded as specified under the "Program Specific Terms, Conditions, and Requirements" of this agreement. Students shall be responsible for initiating the process to receive articulated credit as specified by this agreement by submitting a completed "Student Application for Articulated Credit" form. Credit granted beyond HFC is at the sole discretion of the transferring institution accepting credit.

Revisions and Renewals: This agreement shall be reviewed annually by both parties or at such time that substantive program changes occur within the HFC or secondary program. Revisions and

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Academic Services / P-12 Relations

renewals must be in writing and agreed to by both parties before any modifications are made to this agreement. Contact: Brandon Nowak, Articulation Agreement Manager bnowak1@hfcc.edu

Secondary Articulation Agreement Program Specific Terms, Conditions, and Requirements

Part C (To be completed by HFC Instructor, Dean, Associate Dean or Administrator.)

HFC Program Title: Business Administration CIP Code: 52.0201

(The space below is used by HFC instructors, Faculty Chair or Administrators to specify secondary articulation agreement terms, conditions, and requirements for the above program.)

1. Students must achieve a "C" or better average for each applicable class taken at Dearborn Public Schools/Dearborn High School that may apply to the specified program at Dearborn Public Schools/Dearborn High School.
2. Students must have demonstrated a good/satisfactory attendance record for the course/program at Dearborn Public Schools/Dearborn High School.
3. Students from Dearborn Public Schools/Dearborn High School must demonstrate competency in each course, for which HFC will grant articulated credit, as determined by HFC Faculty.
4. The secondary articulation agreement is predicated on relevant course/program curriculum submitted by Dearborn Public Schools/Dearborn High School and reviewed/evaluated by HFC Staff.

5. Secondary articulated credit will be held in escrow for:
- | | |
|---|-------------|
| BBA-NCE Business Administration Credit | 1 CR |
| <u>CIS-100 Introduction to Information Technology</u> | <u>3 CR</u> |
| Total | 4 CR |

Credit will be awarded upon completion of the following HFC course(s) with a grade of "C" or better:

BBA 131	Introduction to Business	4 CR
Or CIS 125	Principles of Programming Logic	4 CR

Secondary Instructor or Administrator Name and Title:

Shannon Peterson
Printed Name

Executive Director of Student Achievement
Printed Title

Authorizing Signatures:

Shannon Peterson
Secondary Instructor or Administrator

4/6/21
Date

Diane Smith Business Faculty Chair

04/05/2021

HFC Instructor or Faculty Chair

Date

Digital Signature *David Maier* David Maier, Ph.D.

04/05/2021