



**HIGH SCHOOL &
COLLEGE CREDIT
HANDBOOK
FALL 2007**

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Director's Note

This handbook was developed and reviewed by consortium staff with the assistance of several area counselors and is designed to assist educators with information to fulfill the education needs of the student that plans to continue his/her education beyond high school and/or enter employment in the workforce of the 21st century. The career and technical education program has taken on a new and exciting direction. With the recently passed Carl D. Perkins Vocational & Technical Education Act of 2006, placing an increased focus on high academic achievement, stronger connections between secondary and post secondary education and improved state and local accountability. New technologies, new systems, new “unnamed” jobs, etc, demand the workers of the future be prepared to fill the high level, high skill, high wage jobs that will demand high level academic skills in math, science, literacy, and technology applications. Education and business have partnered at the federal, state and local levels to develop 16 career clusters that are broken down into career pathways utilizing *Achieve Texas* as a model for graduation and career planning.

A student has several opportunities to earn college credit while in high school, Tech Prep articulated credit being one of them. In addition to articulated credit, a student may also earn college course credit by enrolling in dual credit courses and/or taking credit by examination tests.

The handbook provides terms and a description of the Tech Prep program, a complete listing of approved Tech Prep programs, a list of local and state articulated courses, a cross walk of high school and college courses, on line registration procedures, college registration procedures, PEIMS and WECM information, six year degree plans, course descriptions, and Advanced Technical Credit (ATC) program information.

Additional information and a copy of this resource guide may be found on the consortium website www.coastalbendtechprep.org or www.techpreptexas.org

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7/07

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NOTES

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INTRODUCTION

DESCRIPTION OF TECH PREP

Tech Prep is an instructional program that:

- combines at least two years of secondary education with at least two years of post secondary education in a non-duplicative sequential course of study based on the recommended high school program;
- integrates academic instruction and vocational and technical instruction; using work-based and worksite learning where available and appropriate;
- provides technical preparation in a career field such as engineering technology, applied science, a mechanical, industrial or practical art or trade, agriculture, health sciences, business, or applied economics;
- builds student competence in mathematics, science, reading, writing, communications, economics, and workplace skills through applied, contextual academics and integrated instruction in a coherent sequence of courses;
- leads to an associate degree, two year postsecondary certificate, or postsecondary two-year apprenticeship with provisions, to the extent applicable for students to continue toward completion of a baccalaureate degree; and
- leads to placement in appropriate employment or to further education.

FREQUENTLY ASKED QUESTIONS

<p>What is Tech Prep?</p>	<p>Tech Prep is a federally funded educational initiative that combines high school curriculum credits and college credit hours leading to an Associate degree with the opportunity continue beyond the Associate degree.</p>
<p>What are the high school curriculum credits?</p>	<p>Curriculum credits may be earned in the following:</p> <ul style="list-style-type: none"> Accounting Agriculture Sciences Automotive Technology/Automotive Technician Business Computer Information Systems/Cisco Systems Court Reporting Criminal Justice/Law Enforcement Culinary Arts Drafting Early Childhood Professions Electronics Family & Consumer Sciences Interpreter for the Deaf Marketing Education Medical/Health Science Technology Office Automation Welding/Metal Trades
<p>How many college credit hours can be earned?</p>	<p>A student may earn from 3 or more college credit hours while attending high school.</p>
<p>What do I have to do to be in the Tech Prep program?</p>	<p>Enroll in a six year course of study, four in high school + 2 in college that prepare you for your chosen career field.</p>
<p>What if I enroll in a Tech Prep Program and then change my mind?</p>	<p>The six-year course of study allows for entry and exit points. Most courses provide skills that are transferable to other career plans.</p>
<p>Will I earn a high school diploma if I enroll in the Tech Prep program?</p>	<p>Yes, but you must meet the high school graduation course requirements, and pass the exit level test. You may enroll in the Tech Prep program and complete the Recommended High School Graduation Plan or Distinguished Achievement Graduation Plan</p>

Frequently Asked Questions (cont'd)

<p>What are the benefits of the Tech Prep Program?</p>	<p>You have the best of both worlds---You are able to earn college credit hours while in high school and acquire job skills that can help you pay for college. In other words, you will be able to save money because you will not have to pay for the college level course(s) already taken in high school.</p>
<p>What are the advantages of Tech Prep?</p>	<p>You will earn more money (approximately \$20,000 more) per year with an Associate degree. 65% of the jobs in the next ten years will require at least an Associate degree; only 20% will require a baccalaureate degree. You have a choice for your future.</p>
<p>What will I be ready to do after graduation?</p>	<p>You will be prepared to continue your education and/or enter the work force as an advanced technical skilled employee.</p>
<p>What academic skills can I learn?</p>	<p>You will be required to master all of the core academic courses through which you will gain effective social/personal and technical skills in your chosen career field.</p>

In 1990:

- One-room schoolhouses were common
- Only 10 percent of population had high school diplomas
- Less than 3 percent had a college degree
- One in four had less than a fifth grade education
- Muscle was more important than knowledge

GLOSSARY OF TERMS

Advanced Technical Credit-The Advanced Technical Credit (ATC) Program is an advanced placement program for students interested in preparing for college and a technical career that requires postsecondary education. The program facilitates the use of articulated credit in colleges across the state and streamlines and standardizes the articulation process for students, schools, and colleges.

Articulation Agreement- A signed document that indicates the specific responsibilities of the secondary school, the postsecondary institution, and the students. The agreement also includes specific information on a six-year Tech Prep program of study that leads to a minimum of a two-year postsecondary certificate, degree, or apprenticeship license. The document includes a six-year plan, clearly identified courses that students may earn post secondary credit while in high school (articulated, advanced placement, or dual credit), and clearly explains procedures for transcribing that credit to the student's college record.

Articulation- A planned process linking educational institutions and education experiences to assist students in making a smooth transition from one level of education to another without experiencing delays or duplication in learning outcomes.

Articulated Course- A course taught in a secondary school that has been modified to contain or has been determined to contain the same course content as the equivalent postsecondary course, and for which the postsecondary institution has agreed to award college credit if the student meets course completion and college admission requirements.

Tech Prep Education Plan- A document with the following attributes:

1. Combines four years of secondary education based on the Texas Recommended High School Graduation Plan, with two years of postsecondary education in a non-duplicative, sequential course of study that usually contains some method for students to earn college credit while in high school. As defined in a written agreement, the plan under some circumstances, encompasses the last two years of high school and four years of post secondary education, if detailed in an articulation agreement;
2. Integrates academic and vocational/technical instruction using work-based and worksite learning where appropriate and available;
3. Provides technical preparation in a career field such as engineering technology, applied science, a mechanical/industrial/practical art or trade, agriculture, health occupations, business, or applied economics;
4. Builds student competence in mathematics, science, reading, writing, communications, economics, and workplace skills through both applied, contextual academics and integrated instruction, in a coherent sequence of courses;
5. Leads to an associate or baccalaureate degree, a two-year postsecondary certificate in a specific career field, or a two-year postsecondary apprenticeship; and
6. Leads to placement in appropriate employment, military service, or further education.

Tech Prep Consortium- A collaboration of educational partners and, at local option, employer and labor organizations and/or universities defined under the Act and the Code, Chapter 61, Subchapter T, which work together to implement a Tech Prep program.

Eligible Student- Includes students from grades seven through graduation from a two-year postsecondary public institution with a certificate or degree, baccalaureate degree, or apprenticeship license. While the Act and Code allow for expenditure of funds in grades seven and eight, those funds should be expended only for preparatory services and curriculum integration projects. Participation by students in Tech Prep is voluntary, and a student should not be required to participate in a Tech Prep program or follow a specific educational pathway.

Tech Prep Secondary Student- a student who both has indicated that he or she intends to follow an approved Tech Prep educational plan and is participating in classes contained within that pathway. The student may or may not be receiving college credit for courses taught during a specific semester, but will generally receive college credit for specific career and technology classes taking during high school.

Tech Prep Postsecondary Student- A student who has participated in the secondary portion of an approved Tech Prep educational plan and is enrolled in an approved Tech Prep postsecondary program. The student may or may not have completed all of the prerequisite secondary courses, but should have completed a majority of the plan and may have received college credit, as appropriately specific in the plan.

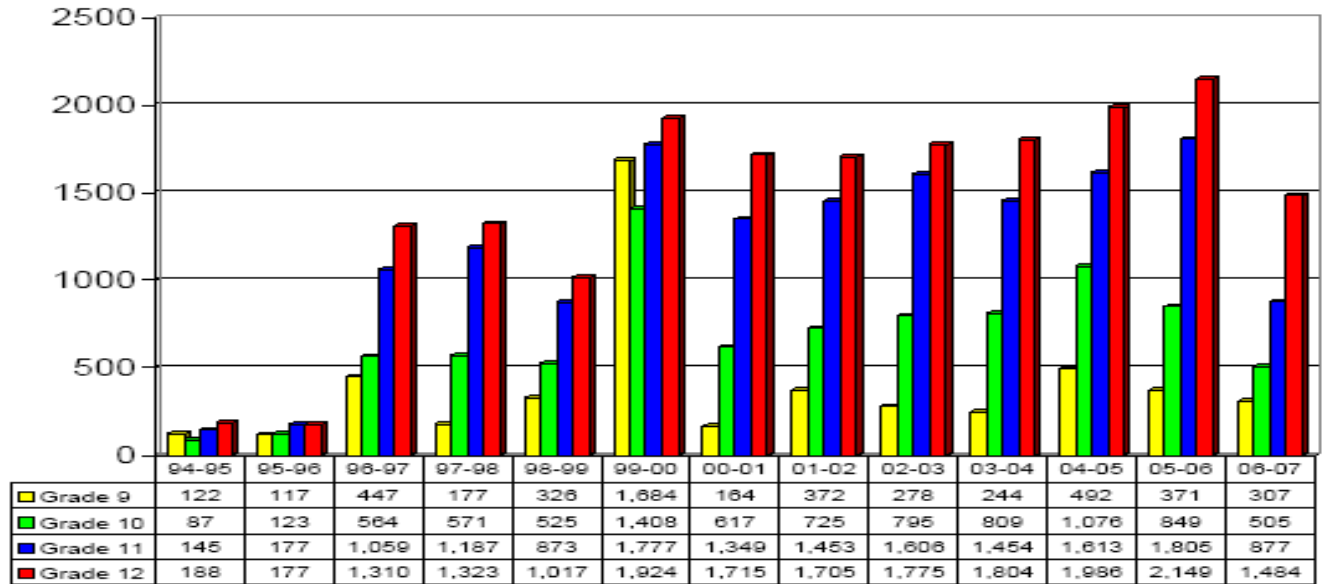
Tech Prep Program Completer- A student who has participated in both the secondary and postsecondary portions of an approved Tech Prep educational plan and has received an appropriate postsecondary two-year certificate, degree, or apprenticeship license as defined by a written articulation agreement. A successful completer will continue his or her education, find employment in an appropriate career field, or enter military service.

Tech Prep Course Participant- A student that is taking courses that are part of an approved Tech Prep educational plan but indicates no intent to complete the plan; will not complete a significant portion of the plan; is not interested in pursuing a two-year certificate, degree, or apprenticeship license; or is interested in obtaining a two-year certificate, degree, or apprenticeship that is not part of an approved Tech Prep educational plan.

In 1990:

- The average worker worked 59 hours a week and
- Earned \$12.98 for the week

Regional Tech-Prep Enrollments by Grade Level¹



¹ Texas Education Agency, PEIMS

Note: Masking of data may lead to slight discrepancies in enrollment counts.

2006-2007 Tech Prep Student Demographics (Grades 9-12)⁶

Student Classification	Region Enrollment Tech Prep	Region Percent Tech Prep	Region Percent All students	State Percent Tech Prep
Total	3,194	100.0%	100.0%	100.0%
White	1,133	35.5%	28.6%	42.2%
Hispanic	1,946	60%	66.4%	41.3%
African American	69	2.2%	3.4%	12.8%
Asian	40	1.3%	1.4%	3.4%
Native American	6	0.2%	0.3%	0.3%
Female	1,524	47.7%	48.9%	49.9%
Male	1,670	52.3%	51.1%	50.1%
Special Education*	433	13.6%	14.0%	10.2%
At risk*	1,715	53.7%	61.6%	50.0%
Bilingual/ESL*	36	1.1%	1.9%	3.4%
Economically Disadvantaged	1,493	46.7%	50.2%	43.9%
All other students*	896	28.1%	23.9%	31.5%

May include duplicate count – will not total 100%

Note: Masking of data may lead to slight discrepancies in enrollment counts.

⁶ Texas Education Agency, PEIMS