

# articulation



# agreement

## **Montgomery County Public Schools Community College of Baltimore County**

College Credit for Prior Learning at the High School  
Graduating Class of **2023, 2024, and 2025**

.....  
Maryland's Largest School District  
.....  
**MONTGOMERY COUNTY PUBLIC SCHOOLS**  
*Expanding Opportunity and Unleashing Potential*



### **Steps to receiving articulated credit**

1. Obtain official transcript from high school with CTE coursework.
2. Submit official transcript to CCBC by email or mail:  
Email: echerry@ccbcmd.edu  
CCBC Essex - Attn: Emilie Cherry  
7201 Rossville Blvd. - ADMN 215f  
Baltimore, MD 21237
3. Contact CCBC faculty to schedule portfolio review.  
See individual agreement for CCBC faculty contact information.  
(Not all CTE completers will need a portfolio review.)

**Students must be enrolled at CCBC before credits are issued.**

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## **Articulation Agreement**

This Articulation Agreement (this “Agreement”) has been developed for students in Montgomery County Public Schools (“MCPS”) who plan to continue their education at the Community College of Baltimore County (the “Community College of Baltimore County” or “CCBC”). This Agreement describes articulated programs that build on Montgomery County Public Schools’ approved learning experience with the goal of eliminating duplication of instruction. This Agreement commences with the 2023-2025 school years and includes provisions unique to the graduating class of 2023, 2024 and 2025.

It is understood by the parties that no funds will be exchanged in furtherance of this Agreement, and that it may be terminated by either party at the end of the 2024-2025 school year.

There are no promises, terms, conditions, or obligations other than those contained in this Agreement, and this Agreement supersedes all other communications, representations, and interim agreements, either verbal or written, between the parties prior to the execution of this Agreement.

### **Federal and State Laws and Regulations**

CCBC and MCPS agree to comply with all federal and state laws and regulations applicable to this Agreement, including but not limited to: (a) all legal requirements regarding protection of student privacy, including but not limited to the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. §1232g, and its implementing regulations, 34 C.F.R. part 99 (FERPA); and (b) all legal requirements prohibiting discrimination against any person on the basis of race, color, national origin, religion, age, gender, marital status, socio-economic status, sexual orientation, physical characteristics or disability, and to require all of their employees, agents, and contractors to follow the same non-discrimination policies.

### **Equal Opportunity And Affirmative Action Statement**

“The Community College of Baltimore County practices equal opportunity in education and employment and is strongly and actively committed to diversity with the college community.”

## **About this Agreement**

The following pages contain comparisons of MCPS Career and Technical Education program sequences with introductory courses at the Community College of Baltimore County. Faculty from MCPS and CCBC meet regularly to compare knowledge and skills taught in the high school programs with those taught at the introductory level in the college programs. High school students who achieve at the appropriate levels in the high school programs listed in this Agreement may request credit for documented achievement when they enroll in the Community College of Baltimore County.

The advanced placement earned through MCPS articulated career and technical programs allows students to move more quickly through the community college. Successful completion of articulated programs will also offer opportunities for students to begin their careers earlier and save hundreds of dollars in college tuition.

This Agreement describes the guidelines and procedures for awarding credit, and the responsibilities of the high schools and the College for maintaining this Agreement.

The specific program sequences that meet the articulation criteria are listed.

For additional information visit the following websites:

[Montgomery County Public Schools webpage](#)

[Community College of Baltimore County, Career and Technical Education Pathways webpage](#)

### **Articulation Partnership Coordinators:**

Emilie Cherry

Director of High School Collaboration

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Steve Boden

Supervisor of Dept Enriched/Innovative Programs

240.740.2050

[Steven\\_d\\_boden@mcpsmd.org](mailto:Steven_d_boden@mcpsmd.org)

## **Guidelines for Awarding Articulated High School Credit**

The Community College of Baltimore County agrees to grant college credit to high school students who successfully complete a specific Career and Technical Education (“Career Completer”) program in MCPS schools. The articulated Career and Technical Education (“CTE”) program sequences and courses are identified in this Agreement (see below tables). A student will be awarded credit based on the agreement in effect at the time of graduation. **MCPS students must successfully complete all required high school credits in a CTE career completer program of study for articulated credit.**

### **Articulated Credit Criteria**

- The student must complete the high school CTE program sequence of study and the specific courses identified with a **technical Grade Point Average of B or better, unless otherwise noted.**
- The student must register for a credit or workforce training course at CCBC within three years of high school graduation. A student seeking articulated credit after the three-year limit should work with the College Program coordinator to consider other opportunities for credit for prior learning.
- The approved articulated credit will be posted to the CCBC transcript upon receipt of the high school transcript and the student’s enrollment in the Community College of Baltimore County. The high school counselor or other designated school official should send the student’s final transcript and home address to:

CCBC Essex - Attn: Emilie Cherry  
7201 Rossville Blvd. - ADMN 215f  
Baltimore, MD 21237

- A student unable to make satisfactory progress in a higher-level CCBC course in the areas for which articulated credit is awarded may, at the recommendation of the instructor, be required to complete a lower-level course.

### **Implementation Procedures for: Montgomery County Public Schools**

- Communicate the details of this Agreement to high school principals, teaching staff, professional school counselors, work-study coordinator, parents, and students.
- Identify an aviation contact person at MCPS’s central office who will communicate with CCBC Department of Aviation regarding this Agreement.
- Communicate to students the following expectations:
  - Completion of the entire program of study by taking all required courses.
  - Earn a passing grade of B or above in all Aviation Technology, Private Pilot Pathway or Aviation Technology, UAS Pathway track courses (see below tables).
  - Meet admission criteria for entrance into CCBC as well as the admission dates and procedures that apply to all new students at CCBC.
  - Earn a high school diploma
- Implement procedures for a CTE teacher or school counselor to send the student’s high school transcript and home address to the CCBC CTE office, above.

## **Guidelines for Awarding Articulated High School Credit (Continued)**

### **Implementation Procedures for: Community College of Baltimore County**

- Develop advisement procedures for new students from MCPS enrolled in programs with articulated credits.
- Develop procedures to connect program coordinators and students with articulated credit during their first semester at CCBC.
- Produce tracking reports of enrolled students with articulated credit.
- CCBC will arrange meetings with students in Maryland's Aircraft Owners and Pilots Association ("AOPA") program to provide information and assistance in matriculating at CCBC. CCBC's Office of Admissions and Recruitment and the Department of Aviation will supply MCPS with promotional literature that will be used to assist students with the admission process.
- Early College Access Programs (ECAP): Students concurrently enrolled in high school and CCBC classes are eligible to receive articulated credits upon successful completion of their Career Completer program of study.

### **Additional Clarifications**

1. While students are expected and encouraged to continue their education and training in the CTE program of study at CCBC that articulates with their MCPS program, it is not a requirement. Many factors contribute to a change of major for students and that will be honored by CCBC. Therefore, this Agreement does not require program-to-program continuation as a condition for the receiving of articulated credits.
2. CCBC will determine how the articulated credits will apply toward certificate and degree requirements, e.g., requirement for graduation, elective.
3. CCBC does not determine how articulated credits are received by 4-year colleges and universities. That decision is made by the 4-year institution. In some cases, articulated credits from high school may not be accepted by 4-year institutions.
4. Students meeting the requirements for articulated credits at CCBC will be awarded those credits whether attending full time or part time.
5. The undersigned agree to uphold all requirements of this Agreement, including periodic reviews with appropriate updates. For just cause, either party can terminate this Agreement given ninety days written notice. If this Agreement is terminated, all student credits previously awarded will remain unaffected.
6. Should a MCPS Career Completer program of study be discontinued, students successfully completing the requirements in that program will still be awarded articulated credit.

### **Articulated Agreement Maintenance, Review, and Reporting**

The following procedures are suggested to provide an objective means for assessing the success of the articulation activities:

- A Coordinating Committee composed of CCBC representatives and one representative from MCPS will meet once every year to review this Agreement's guidelines and implementation procedures and recommend changes, if necessary.
- CCBC and MCPS program coordinators may suggest new areas for articulation. It will be their responsibility to schedule periodic meetings of faculty members in programs where articulated credit has been awarded to review curricula and to make recommendations for awarding articulated credit.
- CCBC will complete an annual report at the end of the academic year indicating the number of students who receive articulated credit and the high schools the students previously attended. A copy of this annual report will be sent to appropriate administrators at MCPS.
- Revisions to applicable course syllabi at any of the participating schools or CCBC will be sent to appropriate department heads and program coordinators.
- Appropriate administrators of MCPS and CCBC will review this Agreement's guidelines annually.

Revised: October 12, 2022



**2023-2025 Articulation Agreement**

*between*

**Montgomery County Public Schools and Community College of Baltimore County**

**MCPS Program Title:**

Aviation Technology, Private Pilot Pathway

**CCBC Program Title:**

Aviation Technology

Program Location(s): Magruder High School

<b>MCPS Course Title</b>	<b>MCPS Credits Earned</b>	<b>CCBC Course #</b>	<b>CCBC Course Title</b>	<b>CCBC Credits Awarded</b>
<i>Required MCPS</i>	<i>Courses Below</i>	<i>CCBC</i>	<i>Courses Awarded</i>	<i>Below</i>
Principles of Aviation and Aerospace	.5	AVMT 101	Aviation History and Development	3
Exploring Aviation and Aerospace	.5	AVMT 131	Private Pilot Ground School	3
Intro to Flight	.5			
Aircraft Systems and Performance	.5			
Private Pilot Fundamentals I	.5			
Private Pilot Fundamentals II	.5			
Pilot Flight	.5			
Pilot Capstone	.5			

**This agreement is not a course by course alignment. MCPS students must successfully complete all required courses with a B grade or higher to receive articulated credit.**

**2023-2025 Articulation Agreement**

*between*

**Montgomery County Public Schools and Community College of Baltimore County**

**MCPS Program Title:**

Aviation Technology, UAS Pathway

**CCBC Program Title:**

Aviation Technology

Program Location(s): Magruder High School

<b>MCPS Course Title</b>	<b>MCPS Credits Earned</b>	<b>CCBC Course #</b>	<b>CCBC Course Title</b>	<b>CCBC Credits Awarded</b>
<i>Required MCPS</i>	<i>Courses Below</i>	<i>CCBC</i>	<i>Courses Awarded</i>	<i>Below</i>
Launching into Aviation	.5	AVMT 101	Aviation History and Development	3
Exploring Aviation and Aerospace	.5	AVMT 131	Private Pilot Ground School	3
Intro to Flight	.5			
Aircraft Systems and Performance	.5			
Unmanned Aircraft Fundamentals I	.5			
Unmanned Aircraft Fundamentals II	.5			
UAS Flight 1	.5			
UAS Flight II Capstone	.5			

**This agreement is not a course by course alignment. MCPS students must successfully complete all required courses with a B grade or higher to receive articulated credit.**