

ARTICULATION AGREEMENT

State of Michigan
Approved Career and Technical Education Program
Marketing, Sales and Service
Business Management and Administration
Business Administration, Management & Operations
(CIP 52.0299)

Between

Gaylord Community Schools
Business Administration, Management & Operations
(CIP 52.0299)

and

Oakland Community College
Business & Information Technologies
Curriculum in Business
(CIP(s) 12.0412; 31.0505; 51.3501; 52.0701)

BUS 1210 Starting and Operating a Small Business

Effective Dates
September 1, 2014 to August 31, 2017

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and
Oakland Community College
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Article I
Agreement on Principle

Oakland Community College (“OCC”) and Gaylord Community Schools (“GCS”) agree that students who enroll in state approved Career and Technical Education (CTE) curriculum and who choose to attend OCC should be provided with a smooth transition to post-secondary education that minimizes loss of credit and duplication of coursework. Therefore, OCC and GCS agree to enter into this Articulation Agreement (“Agreement”) as cooperating, equal partners who shall maintain the integrity of their separate programs.

Article II
Agreement on Program Specifics

OCC and GCS agree that any student who has satisfied the requirements outlined in this Agreement are eligible to receive the specified number of course credits which may be applied towards the OCC programs listed in Article VI. Students using this Agreement must follow the procedures specified in Article VII and meet all other OCC admissions requirements in order to be eligible to receive articulated credit.

This Agreement is in effect from September 1, 2014 to August 31, 2017. If this Agreement is not renewed at the end of the effective period, students who already started the secondary CTE program will be given two additional years to be admitted to OCC under the terms of this Agreement.

Article III
Agreement on Communication

OCC and GCS agree to cooperate in communicating with each other and with their common and respective publics concerning the established relationship outlined in this Agreement. Communication may include various hard copy and electronic publications to inform those who might benefit personally or professionally from the opportunities provided by this Agreement. Both parties will share the information in this Agreement with interested and qualified students, their parents/guardians as well as appropriate school district and college personnel.

Article IV
Maintenance and Review Procedures

At least one representative from each organization will be appointed to act as agent for the implementation of this Agreement, to speak for the organization and to communicate changes to respective faculty members, advisors, counselors, and others to whom the information is pertinent. Responsibility for oversight of this Agreement rests with the Executive Director of Institutional Effectiveness at OCC and the Principal at Gaylord High School or their designees. Both parties agree to communicate annually any changes in their respective programs that may affect this Agreement.

Article V
Responsibility of School District

Throughout the duration of this Agreement, GCS agrees to provide OCC:

- All changes to the name, number and CIP code for the CTE program covered under this Agreement.
- Written notification of changes to program content and/or instruction as it aligns with the State of Michigan CTE curriculum.
- The names of individuals who teach the specified articulated curriculum, including their contact information (work e-mail, phone number and mailing address).
- The student's final grade for the high school CTE program covered under this Agreement as reported on their high school transcript.

Article VI
Curriculum Alignment

State Secondary Career and Technical Education Program:

- National Career Cluster: Business Management and Administration
- State of MI Program: Business Administration, Management & Operations
- Gaylord Community Schools course name: Marketing I and II
- Foundational Skill: Owning and Operating a Small Business
- Secondary CIP Code Number: 52.0299
- Documentation of State of Michigan secondary instructional curriculum is available at <http://ctenavigator.org/>.

Oakland Community College:

- Division: Business & Information Technologies
- Curriculum: Business
- Foundational Skill: Marketing and Entrepreneurship
- Course: BUS 1210 Starting and Operating a Small Business;
- Three (3) credits

BUS 1210 “Starting and Operating a Small Business” is a requirement for the following OCC programs:

- **COSMETOLOGY/Associate in Applied Science /MANAGEMENT OPTION (COS.MGT.AAS) CIP 12.0412**
- **EXERCISE SCIENCE AND TECHNOLOGY/Extended Degree - Associate in Applied Science/ BUSINESS OPTION (EXS.BUS.AASX) CIP 31.0505**
- **MANAGEMENT DEVELOPMENT/Associate in Applied Science / ENTREPRENEURSHIP OPTION (MGT.ENO.AAS) CIP 52.0701**
- **MANAGEMENT DEVELOPMENT/Certificate of Achievement / ENTREPRENEURSHIP (MGT.ENO.CT) CIP 52.0701**
- **MASSAGE THERAPY/Associate in Applied Science (MST.APP) CIP 51.3501**

Article VII
Student Guidelines and Procedures

Students pursuing articulated credit at OCC must comply with the following conditions:

Eligibility requirements:

- Receive a grade of B (3.0) or better in the high school CTE program covered under this Agreement.
- Must have completed and graduated from high school.
- Must request articulated credit within two years of completing the high school CTE program covered under this Agreement.

Procedures to apply for credit:

- Request articulated credit on-line at www.oaklandcc.edu/Articulation/Secondary/RequestForm.aspx.
- Apply for admission to OCC at www.oaklandcc.edu/FutureStudents/Admission.aspx.
- Verify high school CTE program completion with submission of official high school transcript to OCC.

NOTE: OCC reserves the right to deny any request for articulated credit in which it has been determined that the educational requirements have not been sufficiently achieved.

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Oakland Community College and Gaylord Community Schools agree to the terms of this Agreement, which will be in effect from September 1, 2014 to August 31, 2017.



OAKLAND
COMMUNITY
COLLEGE



Signatures

Oakland Community College

Signatures

Gaylord Community Schools

M. Cathey Maze
M. Cathey Maze, Ph.D.
Vice Chancellor
Academic Affairs

11/19/15
Date

Chris Hodges
Chris Hodges
Principal

12/21/15
Date

Martin A. Orlowski
Martin A. Orlowski, M.A.
Executive Director
Institutional Effectiveness

10/27/15
Date

Thomas M. Hendricks
Thomas M. Hendricks, M.B.A.
Academic Dean
Business & Information Technologies

11/8/15
Date

Stephen M. Linden
Stephen M. Linden, M.B.A.
Registrar

11/19/15
Date