



DEPARTMENT OF EDUCATION

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 Secretary of Education
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C17-78

MEMORANDUM OF UNDERSTANDING

BETWEEN

DELAWARE TECHNICAL & COMMUNITY COLLEGE

AND THE

DELAWARE DEPARTMENT OF EDUCATION

On Behalf of Local Education Agencies in the State Of Delaware*

December 2015 – December 2018

(Three-year Term unless academic program has a substantial change)

The Delaware Department of Education (DDOE) and Delaware Technical & Community College (DTCC) enter into this articulation agreement in order to facilitate the enrollment of students from the Delaware **Allied Health, Career and Technical Education (CTE) Program of Study** into the Delaware Technical Community College.

Subject to terms of this agreement, a student who successfully completes the Delaware Allied Health CTE Program of Study, which includes the following coursework: Fundamentals of Health Sciences; Introduction to Health Careers; and Anatomy & Physiology I will be granted advanced standing in the Allied Health programs of Medical Coding Studies, Dental Hygiene, Diagnostic Medical Sonography, Emergency Medical Technology-Paramedic; Exercise Science, Health Information Management; Histotechnician, Medical Assistant, Medical Lab Technician, Nuclear Medicine, Occupational Therapy Assistant, Physical Therapist Assistant, Radiologic Technology, Respiratory Care, and Surgical Technology programs at DTCC. Completion of the CTE pathway does NOT give a student priority in programs with competitive admission.

When a student completes the above coursework as part of an approved CTE program at the secondary level – then the student may enter DTCC in the identified programs with advanced standing in the following courses – and earn the following number of credits through articulation –

Program of Study Technical Skill Assessment Title:	Other Required Courses for Advanced Standing:	DTCC Course Code:	DTCC Course Title:	Number of Credits:	Type of Advanced Standing:
Fundamentals of Health Sciences	General Chemistry with Demonstration of Mathematics and English Language Arts Readiness	BIO100	Medical Terminology	3 Credits	Articulation
Essentials of Health Careers		HLH100	Introduction to Health Careers	1 Credit	Articulation
Anatomy and Physiology		BIO120	Anatomy & Physiology I	5 Credits	Dual-Enrollment

The terms of this agreement are as follows:

Delaware Local Education Agency will:

- Submit and have approved a Delaware Allied Health CTE Program of Study proposal;
- Offer the Delaware Allied Health CTE Program of Study as stated in the program proposal;
- Communicate details of the CTE program and this agreement to all stakeholders, which includes but is not limited to – members of the local advisory committee, principals, school counselors, teaching staff, parents, and students;
- Communicate advanced standing status to parents and students;
- Identify an Allied Health contact person at the local education agency central office who will communicate with DTCC regarding this agreement; and
- Agree to DTCC's dual enrollment conditions (see below) and selects a course delivery method and payment structure.

Students will:

- Complete the entire Delaware Allied Health CTE Program of Study by successfully completing all required courses;
- Earn a grade of 80% or higher in the Delaware Allied Health CTE Program of Study courses and maintain an overall grade point average of 2.5;
- Receive a high school diploma;
- Meet all academic prerequisites as defined above and within the Program of Study;
- Meet the admission dates and procedures that apply to all new students at DTCC;
- Apply within five years of high school graduation to be accepted; and
- Provide a copy of their official transcript and/or attainment of industry recognized credential upon request.

Delaware Technical Community College will:

- Award the appropriate number of academic and/or technical credits upon completion of the student's requirement – as specified in this agreement and upon appropriate review of the student's high school transcript and standing at the college;
- Ensure credits are recorded on the student's transcript;
- Communicate details of this agreement to all stakeholders, which includes but is not limited to – academic leadership, department chair(s), faculty and adjunct faculty, customer service staff, program managers, career development office, and admissions;
- Provide the Delaware Department of Education with the number of students matriculating from the Delaware CTE Program of Study into Medical Coding Studies, Dental Hygiene, Diagnostic Medical Sonography, Emergency Medical Technology-Paramedic, Exercise Science, Health Information Management, Histotechnician, medical Assistant, Medical Lab Technician, Nuclear medicine, Occupational Therapy Assistant, Physical Therapist Assistant, Radiologic Technology, Respiratory Care, or Surgical Technology; and
- Collaborate with the LEA contact person to coordinate the agreed upon course delivery method and payment structure.



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Delaware Department of Education will:

- Communicate details of this agreement to all stakeholders, which includes but is not limited to – local education agency staff, business and industry partners, state agencies, and community members;
- Provide DTCC with a list of approved Delaware Allied Health CTE Program of Study and local education agency contact information;
- Update and maintain the Delaware Allied Health CTE Program of Study in partnership with the institution of higher education and business & industry partners;
- Update and maintain the Delaware Allied Health CTE Program of Study articulation agreement in partnership with the institution of higher education; and
- Share with DTCC a list of students who have completed pathway and technical skill attainment;

Delaware Technical Community College will work with staff from the Delaware Department of Education to support Career and Technical Education programs and provide local education agencies with technical assistance and information to help students matriculate to DTCC. The Admissions Office of DTCC will work with students to assist in the registration process.

For Delaware Technical Community College:

For Delaware Department of Education:

Justina M. Sapna 6/21/16
Justina Sapna
Vice President for Academic Affairs

[Signature]
Luke Rhine
Director, CTE/STEM

Mark T. Brainard
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President

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Michael Watson
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Kim Wheatley *rw*
Director of Finance

[Signature] 7/5/16
Karen Field Rogers Date
Deputy Secretary, Department of Education