



What Is the Advanced Technical Credit Program?

The Advanced Technical Credit Program (ATC), also known as statewide articulation, 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. The program consists of four parts.

The ATC Standard Articulation Agreement sets common statewide standards for the award of college credit for selected, content-enhanced high school courses. Students who successfully complete statewide-articulated secondary courses, enroll in participating public two-year colleges, and meet the requirements for award of college credit outlined in the Standard Articulation Agreement, are eligible to receive advanced technical credit from a college that offers the corresponding college course(s).

Technical Course Outcome Profiles are available for each area of study to provide guidance to teachers of articulated courses. The profiles outline college-level competencies required for success in the next-level college course. **In addition, required enhancements are specified on the Course Crosswalk.**

The ATC Articulated Course Crosswalk is a resource for schools and colleges, which identifies high school courses included in the Advanced Technical Credit Program and the college equivalent course(s).

Finally, **TEA-Required Staff Development** provides information to teachers of articulated courses on the articulation process, content of college-equivalent courses, and expected levels of student performance.

Advantages of ATC/Statewide Articulation

- Provides a common core of articulated courses
- Provides a statewide standard for awarding college credit
- Provides a common method to identify articulated courses on high school transcripts
- Saves valuable resources: *time and money*

General Information for Colleges

The Advanced Technical Credit Program

(Statewide Articulation)



1. The ATC Standard Articulation Agreement is designed for use with high school courses listed in the ATC Articulated Course Crosswalk (see Section II).
2. Local articulation agreements are not required for courses listed in the ATC Articulated Course Crosswalk for participating colleges that offer the corresponding college courses. Local course articulation agreements are required in any other formal articulation process. Tech Prep program agreements (six-year plans) are not the same as course-to-course articulation agreements and may also be required.
3. Any student may request statewide-articulated credit, not just students participating in a formal Tech Prep Program.
4. A college may designate an articulated course as "credit only" or may include articulated courses in a student's cumulative grade point average. Articulated courses may be noted by a letter grade, "credit" or "credit by articulation" on the college transcript.

Articulated courses should not be identified as "Tech Prep" courses on the college transcript even if the articulated courses are part of a state-approved Tech Prep program.

5. **Tech Prep students may earn college technical credit through: 1) statewide articulation; 2) local articulation); and/or 3) dual credit**
6. A college may not charge tuition or fees for the award of articulated credit hours, although a college may charge a nominal administrative fee to transcript articulated credit.
7. A college may charge a nominal fee for challenge exams used to award academic credit for courses listed in the Academic Course Guide Manual (ACGM) to students eligible for articulated credit for a ACGM-equivalent WECM course.

Criteria for Award of College Credit Standard Articulation Agreement

1. The student completes the ATC statewide-articulated course with a grade of 80 (3.0) or better. If multiple courses and/or prerequisite courses are required in the ATC Articulated Course Crosswalk, a student **also must** complete each of these courses with a grade of 80 (3.0) or better.
2. The student enrolls in a participating college within 15 months of high school graduation. *A college may extend this deadline.*
3. Articulated credit is awarded by the college on enrollment; however, a college may require a **student successfully to earn** six (6) hours of non-developmental college credit in any subject area. (*This provision was effective January 5, 2004.*)

These hours may be satisfied before high school graduation by dual credit or by qualifying scores on College Board Advanced Placement (AP) and/or CLEP examinations.

4. The college-equivalent course or courses should apply to the student's declared major and degree plan.

Which high school courses are ATC statewide-articulated?

- Statewide-articulated high school courses are listed in the ATC Articulated Course Crosswalk (see Section II).
- Most statewide-articulated courses are equal to one or more high school credits. In some instances, two ½ credit high school courses are required for college equivalence. These are noted in the ATC Course Crosswalk.

How are articulated high school courses recognized?

- ATC statewide-articulated courses (which are content-enhanced) are identified by a course abbreviation **which** ends in “-TP” for “**Technical Program.**”
- The notation “:A” should also appear after the course abbreviation, identifying a course as articulated, either statewide or local.

An example of an ATC articulated course as it correctly appears on a high school transcript is: **ECAD-TP:A.**

How to Evaluate ATC Statewide-Articulated Courses for College Credit Award

STEP 1:

IDENTIFY ARTICULATED COURSES: Are they Statewide (ATC) or Local?

Check the student's high school transcript. There are two types of articulated courses that may be on a high school transcript, ATC statewide-articulated courses and locally articulated courses. A student's transcript may have both.

The college determines eligibility for college credit award based on the terms of the applicable articulation agreement, either the ATC Standard Articulation Agreement or the local agreement.

1. **ATC Statewide-Articulated Courses*** are listed in the ATC Articulated Course Crosswalk and terms for award of college credit are outlined in the ATC Standard Articulation Agreement (see Section II).

ATC statewide-articulated courses have unique course abbreviations that identify them as statewide. These courses are readily identifiable on the high school transcript because they include the letters "-TP" which stand for "technical placement."

Use of these course abbreviations by a school district indicates that the course content is enhanced to meet college expectations and that the high school teacher has received a certificate of eligibility to teach the ATC statewide-articulated course.

Example 1 – Statewide Articulated Course (ATC)

HS Course name	Word Processing Applications
Course as shown on transcript	WDPAP-TP
WECM equivalent	Introduction to Word Processing ITSW 1301/1401 (or 1001 CEU)

2. **Locally Articulated Courses*** are not listed in the ATC Articulated Course Crosswalk and terms for award of college credit are covered by individual articulation agreements. The course should be noted with an "A" code on the high school transcript and high schools should also list the participating college and college course equivalent on the back of the transcript.

Example - School years covered by the local agreement

HS Course name	Semiconductor Electronics Technology
Course number	SE:A
College equivalent	See back of HS transcript
Terms for award	Local Articulation Agreement

** Both types of articulated courses should be noted on the high school transcript with the "A" special explanation code, but schools may fail to use this code making it more*

difficult to identify locally articulated courses. If the status of the courses is in doubt, contact the high school's registrar.

STEP 2:

EVALUATE STUDENT ELIGIBILITY FOR AWARD OF COLLEGE CREDIT

1. Verify the student's grade.

In order to receive college credit for an ATC statewide-articulated course, the student must earn a minimum grade of 80 (3.0 or higher) in the course.

2. Determine student standing.

To receive college credit for an ATC statewide-articulated course, the student should complete the course as a junior (grade 11) or senior (grade 12).

If the course is part of an ATC-designated course sequence, to receive college credit the final course in the sequence should be taken as a high school junior or senior. *A college may elect to award credit for a course taken in grades 9 and 10.*

3. Verify completion of course sequences and prerequisites, if any, required for statewide articulation.

In some cases, a student must complete more than one high school course to receive college credit under statewide articulation. These situations are identified in the ATC Articulated Course Crosswalk. To receive college credit, the student must earn a minimum grade of 80 (3.0 or higher) in all courses in the ATC-defined sequence.

4. Ensure that the student has enrolled within required time limitations.

The student should enroll in a public two-year institution within 15 months of high school graduation. *A college may extend this time line at its discretion.*

Articulated credit should be awarded by the college on enrollment; however, a college may require a student **successfully to earn** six (6) hours of non-developmental college credit in any subject area. *(This provision was effective January 5, 2004.)* The student may satisfy this requirement after high school graduation, or may satisfy this requirement before graduation by dual credit, or by qualifying AP or CLEP examination scores.

5. Determine college course equivalency from the list of courses in the ATC Articulated Course Crosswalk.

Refer to the ATC Articulated Course Crosswalk to determine college course equivalency (Section II). Select a college equivalent course that may be applied to the degree plan declared by the student (courses may be transcribed as electives).

In most instances, ATC statewide-articulated high school courses are equivalent to courses listed in the Workforce Education Course Manual (WECM).

At its discretion, a college may award academic credit from the Academic Course Guide Manual (ACGM) for content equivalent courses. In order to meet SACS requirements, it is recommended that a student pass a challenge exam prior to award of academic credit for statewide-articulated courses.

ATC Issues

1. Must all two-year colleges participate in the ATC program?

No. *Participation in the ATC Program is voluntary. Some colleges will accept courses which are in their program offerings on a case-by-case basis.*

2. Is statewide articulation the same as Tech Prep? Must a student be a Tech Prep program participant to take ATC articulated courses?

No. Although ATC statewide-articulated courses are frequently part of a Tech Prep program, enrollment in ATC statewide-articulated courses is not dependent on participation in a Tech Prep program.

A student **may** take ATC statewide-articulated courses in order to earn college credit in a college degree program, including a college Tech Prep program, without first participating in Tech Prep in high school.

3. Who is responsible for verifying that a student has met requirements for award of college credit by articulation?

It is the responsibility of the college to verify that a student has met terms of the ATC Standard Articulation Agreement for award of college credit.

It is the responsibility of the school district to ensure that course content presented to students meets college-level requirements and that teachers have appropriate credentials and have met staff development requirements.

4. Can a student get credit for locally articulated courses at colleges other than the one listed in the local articulation agreement?

Maybe. Some colleges honor local articulation agreements executed by other two-year colleges. Colleges evaluate student requests for award of credit based on individual merit.

Examples of Student Eligibility for Award of ATC Statewide-Articulated College Credit

Example 1

A student earns an 80 (3.0) or above in the following ATC statewide-articulated courses:

- **Grade 9 or 10** – Business Computer Information Systems I (BCIS1-TP)
- No other career and technology or ATC statewide-articulated courses are taken.



The student is not eligible for college credit because the course was taken in grades 9 or 10.

Example 2

A student earns an 80 (3.0) or above in the following ATC statewide-articulated courses:

- **Grade 11 or 12** – Business Computer Information Systems I (BCIS1-TP)
- No other career and technology or ATC statewide-articulated courses are taken.



The student is eligible for college credit for Computer Applications I or Introduction to Computers because the student successfully completed college-level BCIS I-TP in grades 11 or 12.

The student should enroll in a participating college within 15 months of graduation and declare a major that includes Computer Applications I or Introduction to Computers.

Example 3

A student earns an 80 (3.0) or above in the following ATC statewide-articulated courses:

- **Grade 9 or 10** – BCIS I - Business Computer Information Systems I (BCIS1-TP)
- **Grade 11 or 12** – BCIS II - Business Computer Information Systems II (ABCIS-TP) (BCIS I is a required prerequisite)



The student is eligible for college credit for Computer Applications I or Introduction to Computers for BCIS I-TP because the student took the last course in an ATC-required sequence (ABCIS-TP) in grades 11 or 12. The student is also eligible for college credit for one of ~~five~~ two possible college courses listed in the ATC crosswalk that are equivalent to BCIS II-TP.

The student must enroll in a participating college within 15 months of graduation and may need to earn six additional college-level credit hours. Credit will be awarded for courses depending on what courses may be applied to the student's declared college certificate or degree plan.



Advanced Technical Credit Program Petition for Award of Advanced Technical Credit

Instructions for Students

Steps for Award of College Credit – Advanced Technical Credit Program

1. Complete the ATC articulated course or last course in an ATC- required sequence in grade 11 or 12. Complete all ATC-required prerequisites.
2. Successfully complete ATC articulated high school courses and required prerequisites with a grade of 80 (3.0) or higher.
3. Enroll in a participating two-year college within 15 months after high school graduation. *Your college may extend this deadline.*
4. Declare a college major that includes the equivalent college course(s) in the degree plan.
5. Visit your college advisor or program coordinator and enroll in the next level of courses.
6. *If required by your college*, complete six (6) additional, **non-developmental** college hours in any subject (includes credit awarded by dual credit and/or qualifying scores on AP or CLEP exams).
7. Petition for award of advanced technical credit. (NOTE: *Your college may award academic transfer credit for eligible courses if you meet additional requirements, such as a passing grade on a challenge exam*).
8. Verify that articulated courses have been posted to your college transcript.

NOTE TO STUDENTS:

Contact the college of your choice to verify that they will award advanced technical credit for the courses you plan to take, or have taken, in high school.

Not all public two-year colleges in Texas participate in the Advanced Technical Credit Program and not all participating colleges offer all courses covered by the ATC Program



Advanced Technical Credit Program

Petition for Award of

Advanced Technical Credit

Students: Complete and submit this form with an official high school transcript to a participating public two-year college in Texas within 15 months of graduation.

Student Name _____

Address _____

City _____ State _____ Zip Code _____

Phone _____ - _____ - _____ Social Security Number _____ - _____ - _____

High School/District _____

E-Mail Address _____

Date of Graduation _____

Graduation Plan HS Tech Prep
 Regular Recommended Distinguished

Student Signature _____ Date _____

Record of HS ATC-Articulated Courses. This section to be completed by the college.

Course Name and Abbreviation	Grade Taken 9, 10, 11 or 12	Course Grade	College Course Equivalent <input type="checkbox"/> WECM <input type="checkbox"/> ACGM	Date Transcribed

Declared College Major _____

Date of college enrollment _____ Date is within 15 months of HS graduation

Optional - Student has completed six (6) additional non-developmental college hours in any area.
 (Indicate if satisfied by Advanced Placement or CLEP examination scores, dual credit or after graduation.)

Advanced Placement or CLEP		College Courses (dual credit or after graduation)	
Course	Grade	Course	Grade
_____	_____	_____	_____
_____	_____	_____	_____

Signature of college official _____ Title _____ Date _____

Example of ATC Statewide-Articulated Courses That Appear in Two-Year College Programs*

*These examples were taken from certificate and degree plans from participating two-year colleges and are not necessarily representative of options available at all participating colleges.

College AAS Degree Program: Electronics/Computer Information Systems		
High School Course	WECM Equivalent College Course	Credit Hours
Electricity/Electronics Technology (EET-TP)	Electricity Principles CETT 1402	4
Engineering Computer-Aided Drafting I (ECAD-TP)	Basic Computer-Aided Drafting DFTG 1409	4

College AAS Degree Program: Industrial Instrumentation		
High School Course	WECM Equivalent College Course	Credit Hours
Electricity/Electronics Technology (EET-TP)	Electricity Principles CETT 1402	4
Computer Applications (CA-TP)	Introduction to Computers ITSC 1301	3
Principles of Technology I (PT1-TP)	Applied Petrochemical Technology CTEC 1301	3

College AAS Degree Program: Business Technology		
High School Course	WECM Equivalent College Course	Credit Hours
Accounting I (BACCT-TP)	Introduction to Accounting I ACNT 1303	3
Business Management (BMGMT-TP) and Business Ownership (BOWNS-TP)	Principles of Management BMGT 1303	3

College AAS Degree Program: Business Management		
High School Course	WECM Equivalent College Course	Credit Hours
Business Computer Information Systems I (BCIS1-TP)	Computer Applications I POFI 1301	3
Business Management (BMGMT-TP) and Business Ownership (BOWNS-TP)	Principles of Management BMGT 1303	3

College AAS Degree Program: Computer Graphics and Multimedia		
High School Course	WECM Equivalent College Course	Credit Hours
Business Computer Information Systems I (BCIS1-TP)	Computer Applications POFI 1301 OR Introduction to Computers ITSC 1301	3
Business Computer Information Systems II (ABCIS-TP)	Integrated Software Applications ITSC 1309I OR Computer Applications II POFI 1341	3
Word Processing Applications (WDPAP-TP)	Introduction to Word Processing ITSW 1301	3
Business Image Management and Multimedia (BIM&M-TP)	Introduction to Computer Graphics ARTC 1425	4

College AAS Degree Program: Drafting and Design Technology		
High School Course	WECM Equivalent College Course	Credit Hours
Technical Introduction/Computer-Aided Drafting (TICAD-TP)	Technical Drafting DFTG 1405	4
Engineering Computer-Aided Drafting I (ECAD-TP)	Basic Computer-Aided Drafting DFTG 1409	4
Engineering Computer-Aided Drafting II (ECAD2-TP)	Intermediate Computer-Aided Drafting DFTG 2419	4

College Certificate Program: Cisco Certified Administrator		
High School Course	WECM Equivalent College Course	Credit Hours
Internetworking Technologies I (INNTC1TP)	CCNA 1: Networking Basics ITCC 1402	4
or Networking Essentials (NPLUSCTP)	and CCNA 2: Router and Routing Basics ITCC 1406	4
Internetworking Technologies II (INNTC2TP)	CCNA 3: Switching Basic and Intermediate Routing ITCC 1442	4
	and CCNA 4: WAN Technologies ITCC 1446	4

Two-Year Colleges Indicating Interest in Participating in the Advanced Technical Credit Program

The following colleges have indicated an interest in participating in the Advanced Technical Credit Program.

Contact individual colleges to verify their participation.

Not all colleges offer all courses or programs.

Alamo Community College District <i>Palo Alto College</i>	Navarro College
Alvin Community College	North Central Texas College
Angelina College	Northeast Texas Community College
Blinn College	Odessa College
Brazosport College	Panola College
Central Texas College	Paris Junior College
Cisco Junior College	Ranger College
College of the Mainland	San Jacinto College District
El Paso Community College	<i>Central</i>
Frank Phillips College	<i>North</i>
Galveston College	<i>South</i>
Grayson County College	South Plains College
Hill College	South Texas Community College
Houston Community College System	Southwest Texas Junior College
Howard College	Temple College
Kilgore College	Texarkana College
Lamar Institute of Technology	Texas Southmost College
Lamar State College - Orange	Texas State Technical College
Lamar State College - Pt. Arthur	<i>Harlingen</i>
Laredo Community College	<i>Marshall</i>
Lee College	<i>Sweetwater</i>
Lone Star College System	<i>Waco</i>
<i>Lone Star College-CyFair</i>	Trinity Valley Community College
<i>Lone Star College-Kingwood</i>	Tyler Junior College
<i>Lone Star College-Montgomery</i>	Vernon Regional Junior College
<i>Lone Star College-North Harris</i>	Weatherford College
<i>Lone Star College-Tomball</i>	Western Texas College
McLennan Community College	Wharton County College

If your local two-year college is not on the above list, contact the college Dean of Technical or Workforce Education for information about their college's participation in the Advanced Technical Credit Program.



ANSWERS TO COMMON QUESTIONS

The Advanced Technical Credit Program

PARTICIPATION

1. **Must all public schools and/or two-year colleges participate in the Advanced Technical Credit Program (Statewide Articulation)?**

No. Participation in the Advanced Technical Credit Program is voluntary. **It does provide an opportunity for principals to offer college-level courses.**

2. **Must all colleges participating in the ATC Program award credit for any ATC statewide-articulated course a student takes?**

No. A participating college awards credit based on the following criteria:

- Student grade of 80 (3.0) or higher) on the high school course, **completion of all** courses in a required sequence, and any required prerequisites;
- Articulated course, or final course in a required sequence, taken with junior or senior standing;
- Enrollment within 15 months of high school graduation; and
- The course(s) may be applied to the college certificate or degree plan.

NOTE: Colleges may elect to waive one or more of these requirements. Colleges may require completion of six (6) additional non-developmental college credits (credit awarded by dual credit, or qualifying scores on College Board Advanced Placement or CLEP examinations count toward this requirement).

3. **When do schools and colleges develop local articulation agreements?**

Local articulation agreements are developed for three reasons.

- First, they are developed to provide local articulation options for courses not listed in the ATC Articulated Course Crosswalk.
- Second, they are used to award college credit for statewide-articulated high school courses when the college does not offer the college-equivalent course(s) listed in the ATC Articulated Course Crosswalk.
- Third, they are developed to provide local articulation options for colleges not participating in the Advanced Technical Credit Program.

ARTICULATED COURSES

4. How are ATC statewide-articulated courses different than other high school courses with the same course name?

ATC statewide-articulated courses provide advanced instruction beyond, or in greater depth, than required in the secondary curriculum defined by the Texas Essential Knowledge and Skills (TEKS). College-equivalent outcomes are outlined for each course and the required enhancements are indicated on the ATC Course Crosswalk.

5. How does a college recognize ATC statewide-articulated courses?

ATC statewide-articulated high school courses have unique abbreviations that end in “-TP” making them readily identifiable on a high school transcript. These courses should also be identified with the high school transcript special explanation course code “A” that denotes an articulated course, but schools do not always include this notation.

6. How are ATC statewide-articulated and locally articulated courses differentiated on the high school transcript?

Locally articulated high school course abbreviations do not end in "-TP" and should include on the reverse side of the transcript (local use area) a notation of the participating college(s) and the equivalent college course(s). Both statewide and locally articulated courses should use the “A” Code.

7. Do ATC statewide-articulated courses apply only to two-year technical degrees?

Advanced Technical Credit (statewide articulation) is a form of advanced placement that prepares students for college and for technical careers. In most cases, technical credit is awarded from the postsecondary Workforce Education Course Manual (WECM) for statewide-articulated courses.

Under specific circumstances a college may at its discretion award academic credit from the postsecondary Academic Course Guide Manual (ACGM). To satisfy SACS requirements, a student may be required to demonstrate course proficiency by taking an examination.

8. Will additional courses be approved for Advanced Technical Credit?

Yes. Additional courses may be added over the next several years. The ATC Articulated Course Crosswalk will be reviewed as needed in order to reflect WECM changes as well as Texas Essential Knowledge and Skills changes.

9. Who is responsible for verifying that a student has met requirements for award of college credit by articulation?

It is the responsibility of the college to verify that a student has met terms of the ATC Standard Articulation Agreement for award of college credit.

It is the responsibility of the school district to ensure that course content presented to students meets college-level requirements and that teachers have appropriate credentials and have met staff development requirements.

10. Can a student get credit for locally articulated courses at colleges other than the one listed in the local articulation agreement?

Maybe. Some colleges honor local articulation agreements executed by other community and technical colleges. Colleges evaluate student requests for award of credit based on individual merit.

11. Our college does not participate in the ATC program. Although we have several local articulation agreements with local school districts, some of our schools want to offer ATC statewide-articulated courses to their students. How can we do both?

Simply use the ATC statewide-articulated high school course abbreviations in the local articulation agreement, as well as the regular high school course abbreviations. Schools that have ATC qualified and trained teachers can then offer the statewide-articulated courses.

For example, if you have a local articulation agreement for Media Technology I with a school that has an ATC qualified and trained teacher, also use the PEIMS course abbreviation MEDT-TP and course code 125123T1 in the articulation agreement. Students in the course receive the ATC enhanced instruction.

This provides the greatest flexibility for colleges and opportunity for students. The local college can give credit under the terms of the local agreement and colleges participating in the ATC Program can give credit for Media Technology I under the terms of the ATC Statewide Articulation Agreement.

12. Can a high school mix students enrolled in different course numbers in the same classroom?

Yes, but only under special circumstances.

Dual Credit and ATC Articulated Courses - A class may be composed of students enrolled in an ATC statewide-articulated course and students concurrently enrolled in college for purposes of earning dual credit because all students in the class are receiving college-level instruction.

ATC AND TECH PREP PROGRAMS

13. Is the Advanced Technical Credit Program (statewide articulation) the same as Tech Prep? Must a student be a Tech Prep program participant to take ATC statewide-articulated courses?

No. Although ATC statewide-articulated courses are frequently part of a Tech Prep program, enrollment in a statewide-articulated course is not dependent on participation in a Tech Prep program.

14. If a college is participating in the Advanced Technical Credit Program and Tech Prep, must it continue to have Tech Prep program articulation agreements?

Yes. Tech Prep programs require program-level articulation agreements, or six-year graduation plans, that outline the seamless high school and college curriculum. A Tech Prep program may include ATC statewide-articulated courses, courses that are subject to a local articulation agreement, and/or dual credit technical courses.

15. Is articulation the only way a Tech Prep student can earn college credit while in high school?

No. A participant in a Tech Prep program may earn college credit by:

- a. Content-enhanced articulated courses (ATC, statewide and local);
- b. Dual academic and/or technical credit (by concurrent enrollment); and/or
- c. College Board Advanced Placement (AP)

The definition of a Tech Prep program is outlined by the Texas Higher Education Coordinating Board in the Guidelines for Instructional Programs in Workforce Education (GIPWE), Part II.

TEACHER QUALIFICATIONS

16. What qualifications must high school teachers possess in order to teach ATC statewide-articulated courses?

Courses articulated in the Advanced Technical Credit Program are designed for award of technical credit for courses in the postsecondary Workforce Education Course Manual (WECM).

Consequently, a high school teacher must meet requirements outlined by the Southern Association of Colleges and Schools, Commission on Colleges and by the Texas Higher Education Coordinating Board in the Guidelines for Instructional Programs in Workforce Education (GIPWE).

ATC teacher qualifications are outlined on page 18.

For award of academic transfer credit for courses in the postsecondary Academic Course Guide Manual (ACGM), these qualifications include a master's degree and 18 semester credit hours in the subject area. A student enrolled in a course where the teacher does not possess these qualifications may take a challenge exam for award of college credit in lieu of this requirement.

17. What staff development is required by TEA before a teacher may teach ATC statewide-articulated courses?

A high school teacher who meets the faculty qualifications listed on page 18 of this Guide must also complete a training program every three years. The training program consists of:

- Part I – general information on articulation and Tech Prep programs; and
- Part II – specific instruction provided by college faculty on course content enhancement that is required to meet college-level competence.

18. If a teacher has completed Part I and Part II of state-approved ATC teacher training, what courses can he/she teach?

A teacher may teach only the courses listed on the official Certificate of Eligibility provided by the Advanced Technical Credit Program office. Lists of trained teachers and the courses they are approved to teach are provided to school districts each school year.

A data base of all teachers is maintained by the ATC state office for teacher eligibility and approval, located in the College of Education at Stephen F. Austin State University (SFA). The database of trained teachers can be accessed at www.atcTexas.org.

Advanced Technical Credit Program Teacher Qualifications (Effective March 8, 2004)

Teachers must meet the one of the two following requirements to be approved to teach a course for Advanced Technical Credit:

Requirement 1: The teacher must have a baccalaureate degree or higher in the teaching discipline.

OR

Requirement 2: The teacher must have a minimum of an associate degree and 3 years verifiable non-teaching work experience directly related to the teaching discipline.

NOTE:

Teachers who are not fully certified in the teaching discipline by the State Board for Educator Certification (i.e. state teaching certification) will be asked to provide the ATC Office with proof that they meet the above requirements. For proof of their degree, they must have official transcripts sent directly to the ATC Office from the college or university. For proof of work experience, they will be asked to submit full work history information to the ATC Office.

For more information:

http://www.atctexas.org/articulation/sbec_certified.htm

Teachers of courses eligible for inclusion in a postsecondary workforce education program that is subject to accreditation by external agencies and/or that prepare students for licensure or certification must meet the qualifications required by the external agency **(i.e. NATEF, Cisco, Medical Association)**.

For more information:

http://www.atctexas.org/articulation/external_certification.htm

For more information, refer to: www.atcTexas.org

SITUATION

Our college has elected to participate in the Advanced Technical Credit Program, but our college's Marketing and Management Program doesn't offer any of the related courses that are listed in the ATC Articulated Course Crosswalk.

How do we address this situation?

Because the college doesn't offer the courses listed in the ATC Crosswalk, the college may elect to award credit through a local articulation agreement for college courses that they do offer with comparable content.

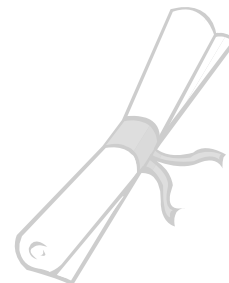
SITUATION

Our college has elected not to participate in the Advanced Technical Credit Program; however, we have several local articulation agreements with regional school districts. For example, one of our agreements is for the high school courses Business Computer Information Systems I (BEGBCIS1) and Business Computer Information Systems II (BCIS2CP).

A student has requested award of credit under this local agreement for the ATC articulated courses Business Computer Information Systems I (BCIS1-TP) and Business Computer Information Systems II (ACIS-TP).

How do we address this situation?

Use of an ATC statewide-articulated course number should not affect credit award. Because content-enhanced ATC statewide-articulated courses are based on the same secondary curriculum as the non-statewide-articulated versions of these courses, the college should honor these course numbers in the local agreement.





SITUATION

Occasionally we have students who are eligible to receive ATC statewide-articulated credit, but want to repeat the course at the college to improve their grade point average (GPA).

How do we address this situation?

Students may elect to repeat courses for any reason that conforms to college policy.



SITUATION

Our college is participating in the Advanced Technical Credit Program, but has a local articulation agreement that articulates Introduction to Computers (COSC 1400) for Business Computer Information Systems I (BEGBCIS1) because we don't offer Computer Applications I (POFI 1301).

Can this college course be added to the ATC Articulated Course Crosswalk?

No. Introduction to Computers (COSC 1400) cannot be added to the ATC Crosswalk because it is a course found in the Academic Course Guide Manual (ACGM) rather than the Workforce Education Course Manual (WECM). A college may elect to offer credit for an academic transfer course and to decide if a student should pass a challenge exam before credit is awarded.



SITUATION

Our local school district does not have a high school teacher in Automotive Technology with the credentials required to teach ATC statewide-articulated courses, but our faculty are confident that that teacher is competent to teach the course to college standards even though he does not have an associate degree in automotive technology.

Is it possible to articulate locally with the district?

A college may elect to enter into a **local** articulation agreement with a school district that does not have a teacher with the credentials required to teach ATC statewide-articulated courses; however, because the teacher is not ATC eligible and cannot be ATC certified, the course CANNOT be noted as ATC.

Advanced Technical Credit Program Information Essential to Community, Technical, and State Colleges

The Advanced Technical Credit Program is a joint initiative of the Texas Higher Education Coordinating Board and the Texas Education Agency that is designed to increase collegiate options and opportunities for students while maximizing resources and minimizing duplication of effort. The program addresses the Texas Higher Education Plan, Closing the Gaps, goals for participation and success, including development of coordinated P-16 programs of study and processes for seamless student transitions.

The Advanced Technical Credit (ATC) Program is an advanced placement process for students enrolling in postsecondary workforce education programs. The program provides high school students with a method to “start a college technical major in high school.” Public high schools in Texas have the option to offer content-enhanced courses that provide instruction equivalent to courses listed in the Workforce Education Course Manual (WECM). Students meeting criteria outlined in the ATC standard articulation agreement are eligible to receive credit for the corresponding college course(s) listed in the course crosswalk from any college offering the corresponding WECM course(s) and participating in the program.

ATC is specifically designed to address issues related to quality control of instruction, including documentation of high school faculty qualifications and methods for continuous review and evaluation of the articulation process. Key components of the program that address issues related to institutional effectiveness and accreditation criteria are outlined below.

- **Course content and identification** – Secondary courses approved for statewide articulation are identified with unique course numbers and abbreviations assigned by TEA. Course abbreviations are readily identified on the high school transcript (AAR), indicating course content that is enhanced to meet postsecondary requirements. The unique course rubrics provide a method to track enrollment in statewide-articulated courses and to evaluate the effectiveness of the statewide articulation process. College course outcome profiles are available for each ATC course. **Required enhancements are specified on the ATC Course Crosswalk.**
- **Standard Articulation Agreement** – Criteria for award of college credit outlined in the standard agreement include: 1) minimum grade of 80 on all courses in a ATC-required course sequence; 2) junior/senior status for the course(s), or last course in a ATC-required sequence; 3) enrollment in a participating college within 15 months of high school graduation and declaration of a related technical major; and 5) articulated course(s) apply to the degree plan.
- **Faculty qualifications** – High school teachers of statewide-articulated courses must meet minimum criteria required for college faculty teaching WECM courses in AAS degree programs. Although a minimum of an associate degree in a field directly related to the teaching area is required, most career and technology certified teachers hold a minimum of a baccalaureate degree in a related field with related work experience.
- **Staff development** – High school teachers of statewide-articulated courses must complete a TEA-required professional development program that includes instruction on collegiate course content delivered by subject-specific college faculty. Educational credentials and work history are recorded and entered on a statewide database. Qualified teachers receive a certificate of eligibility allowing them to teach specific statewide-articulated courses. Training must be repeated every three years.
- **Continuous review** – Courses designated for statewide articulation are subject to periodic review by state-level alignment committees. A statewide leadership committee, in coordination with the WECM leadership and maintenance project, provides oversight, guidance, and a mechanism for continuous review and improvement of the statewide articulation process.