



# 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 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. (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.**



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**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 _____ - _____ - _____		Date of Birth _____		
High School/District _____				
Date of Graduation _____				
<b>Graduation Plan</b> <input type="checkbox"/> HS Tech Prep <input type="checkbox"/> Regular <input type="checkbox"/> Recommended <input type="checkbox"/> Distinguished				
Student Signature _____ Date _____				
<b>Record of HS ATC-Articulated Courses. This section to be completed by the college.</b>				
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 _____ <input type="checkbox"/> Date is within 15 months of HS graduation				
<input type="checkbox"/> 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				
_____	_____	_____	_____	_____
Course	Grade	Course	Grade	
_____	_____	_____	_____	_____
Course	Grade	Course	Grade	
Signature of college official _____ Title _____ Date _____				