STAR Articulation Agreement

This MEMORANDUM OF AGREEMENT (hereinafter referred to as "Agreement") is made and entered into by and between the Community College of Allegheny County, with a principal business office located at 800 Allegheny Avenue, Pittsburgh, Pennsylvania 15233 (hereinafter referred to as "CCAC" or "the College"), and

CTC or High School Name: McKeesport Area High School

with a principal business office located at

School Address: 1960 Eden Park Blvd McKeesport PA 15132

(hereinafter referred to as the "School").

For both CCAC and the School to maintain compliance with the Pennsylvania Four-Year State Plan for the federal Carl D. Perkins Career and Technical Education Improvement Act of 2006, as amended by the Strengthening Career and Technical Education for the 21st Century Act of 2018 (Act), CCAC will award articulated technical credit to qualified students who have graduated from a Career and Technical Education (CTE) program offered by the School. Articulated credit will appear on the student's CCAC transcript in accordance with CCAC policies, and apply toward the completion of an approved Pennsylvania Department of Education (PDE) Career and Technical Education program, that leads to a postsecondary certificate or associate degree. These articulations will be referred to as the **STAR (Students Technically and Academically Ready) Articulations**. This Agreement sets forth the terms and conditions for the awarding of transferred postsecondary technical credit via STAR Articulations.

CCAC and **CTC or High School Name**:

enter into this Agreement intending to be legally bound and mutually agree as follows:

A. The School and CCAC will communicate with and advise students of the steps needed for completion of postsecondary credit.

B. The School and CCAC will communicate with, and advise students that the transferring of postsecondary credit will be determined and awarded solely by CCAC in accordance with CCAC policies, and that work reflected on the School transcript may or may not be accepted by CCAC as bearing the same (or any) credits as those awarded by the School.

C. The School and CCAC will make this credit transfer agreement accessible to all qualified students. Both parties agree not to unlawfully discriminate against any student on the basis of race, color, religion, national origin, ancestry or place of birth, sex, gender identity or expression, perceived gender identity, sexual orientation, disability, use of a service animal due to disability, marital status, familial status, genetic information, veteran status, age or other classification protected by applicable federal, state or local law.

D. This Agreement supersedes any existing or prior program-to-program credit transfer agreements or statewide SOAR (Student Occupationally and Academically Ready) agreements between CCAC and School, whether oral or written.

E. As equal partners in ensuring success of this Agreement, the School and CCAC will conduct a yearly evaluation of the Agreement to judge its success. Data-driven decisions will be made to ensure continuous improvement of the Agreement and student achievement.

F. The School and CCAC will designate a representative who will coordinate and review the Agreement.

The School agrees to:

A. Implement and teach PDE approved Career and Technical Education program(s).

B. Provide assessment of student competencies based upon performance standards set by the PDE.

C. Furnish documentation to CCAC upon a student's written request. Documents should be student specific and should verify that the student meets all secondary requirements of the PDE approved Career and Technical Education program. Documentation includes:

- Official High School Student Transcript indicating:
  - a minimum 2.75 grade point average on a 4.0 scale in the technical courses, and
  - the completion of a secondary PDE approved Career and Technical Education program;
- Completed PDE Secondary Competency Task List with the signature of an appropriately certified secondary school technical instructor, indicating the student is proficient in all tasks;
- Industry credentials earned;
- Documentation that student achieved competent or advanced level on the secondary end-of-program assessment that is aligned to the approved PDE Program of Study.

D. Allow CCAC staff (recruiters, admissions and Perkins Grant) access to meet with and correspond with students who could potentially use this agreement, incompliance with FERPA regulations

E. Actively promote the benefits of this articulation agreement by distributing CCAC prepared outreach materials to students and parents.

CCAC agrees to:

A. Have CCAC faculty review the School's PDE approved Career and Technical Education program(s) to determine courses and credits to be articulated.

B. Award at least three (3) articulated postsecondary credits for Nursing and Allied Health programs and to award at least six (6) articulated postsecondary technical credits for all others.

C. Collect and submit data annually to PDE, as required by this Agreement and the Act.

General Provisions:

A. Program alignment, as well as courses and credits to be articulated:

- Will be determined solely by CCAC faculty review of the School's PDE approved Career and Technical Education program curriculums
- Program alignment, as well as courses and credits to be articulated, will be detailed on the Program Signatory Addendum

B. Admissions:

- Eligible students will apply through CCAC's standard admissions process and complete an Application for Credit Transfer form
- If applying for a limited enrollment program, such as those in nursing or other allied health programs, eligible students must be separately accepted for admission into that program, and
- Following admission to CCAC, eligible students will meet with a CCAC academic advisor to schedule courses

C. College Preparedness:
   - Eligible students shall demonstrate college preparedness by completing the secondary component of the identified PDE approved Career and Technical Education program, achieving a minimum 2.75 grade point average on a 4.0 scale in technical courses, and
   - Meet all CCAC entrance requirements. Students scoring below CCAC's required placement test scores will be required to enroll in developmental or remedial courses.

D. Awarding Articulated Credits:
   - To receive articulated credit, a student must enroll in either the same CTE program at CCAC that they completed at the School or in a related program from which CCAC has agreed to accept articulated credits.
   - Articulated courses and credit will not be listed on the student's transcript until at least one course has been successfully completed at CCAC. Only CCAC credits are calculated into the CCAC grade point average (GPA).
   - Articulated courses and credit will count towards graduation.

E. Communication: CCAC will prepare outreach materials to assure that students and parents are informed about their respective transfer policies and practices and this Agreement.

F. Time Limitations: In order to be eligible for an award of CCAC credit under this Agreement, a student must enroll at CCAC within **sixteen (16) months** after the student has graduated from the PDE approved Career and Technical Education program.

Under the terms and conditions of this Agreement and based on the following principles, articulated CCAC technical credit will be granted to students when:

- **all of the student criteria listed below is achieved, and**
- **proper documentation is submitted to CCAC.**

Students must:

A. Earn a high school diploma, achieve a minimum 2.75 grade point average on a 4.0 scale in the technical courses, and complete the Secondary School component of the PDE approved Career and Technical Education program.

B. Achieve competent or advanced level on the Secondary School end-of-program assessment that is aligned to the approved PDE approved Career and Technical Education program.

C. Achieve proficiency on all the tasks on the approved PDE approved Career and Technical Education program Competency Task List as evaluated by the appropriately certified instructor.

D. Provide documentation that must include the following items, if applicable:
   - Official High School Student Transcript;
   - Completed PDE Secondary Competency Task List with the signature of an appropriately certified secondary school technical instructor, indicating the student is proficient in all tasks;
   - Industry credentials earned;
   - Documentation that student achieved competent or advanced level on the secondary end-of-

program assessment that is aligned to the approved PDE Program of Study.

Term and Termination

A. The term of this Agreement shall commence as of the date signed by both parties, as indicated below, with the CCAC courses and number of articulated credits updated annually.

B. In the event that either party makes any change in or to the curriculum, standards, name or CIP codes for a course(s) or program(s) articulated under this Agreement, either by its own action or as a result of or in response to any change in applicable law, regulation or accreditation standards, then the parties agree that (i) the party making the change shall notify the other party in writing of the change as soon as practicable, but no later than thirty (30) days prior to the date that the change will take effect; (ii) this Agreement shall be deemed to be terminated as of the effective date of such change; and (iii) the parties will meet prior to the date that the change is scheduled to become effective in order to conduct a full review of both CCAC and the School's curriculum and to develop an updated or revised agreement to succeed this Agreement.

C. Notices required under this Agreement shall be deemed to have been given if in writing and personally served or delivered, or mailed by registered or certified mail (return receipt requested), or delivered by a national overnight courier service with confirmed receipt, to the parties at the following addresses:

IF TO CCAC:	**IF TO SCHOOL**:
Community College of Allegheny County Perkins Grant Office 800 Allegheny Avenue Suite 227, Office of College Services Pittsburgh, PA 15233	McKeesport Area Technology Center 1960 Eden Park Blvd McKeesport PA 15132

Miscellaneous

A. The terms of this Agreement may not be modified, revised or extended except upon the written agreement of each of the parties.

B. The relationship between CCAC and School is that of independent contractors, and nothing in this Agreement shall be deemed to constitute or otherwise be construed as establishing partnership, joint venture or any other relationship between them.

C. This Agreement and the rights and obligations of the parties hereunder shall be governed by and construed in accordance with the laws of the Commonwealth of Pennsylvania.

D. This Agreement is not a third party beneficiary contract and shall not in any manner be deemed to confer any rights upon any entity or person that is not a party to this Agreement.

E. This Agreement may not be assigned, in whole or in part, by either party without the prior written consent of the other party.

Designated representatives for coordination and review of the STAR Articulation Agreements:

School Representative:

Representative's Name:	Milan Kiska
Department/Title:	Director, MATC – Assistant Principal
Email Address:	mkiska2@mckasd.net
Telephone Number:	(412) 664-3664

College Representative:

Representative's Name:	Beth E. Ison
Department/Title:	Office of Sponsored Programs and Sponsored Research, Perkins Program Manager
Email Address:	bison@ccac.edu
Telephone Number:	(412) 237-3013

IN WITNESS WHEREOF, and intending to be legally bound, the parties hereto have caused this Agreement to be executed by their respective duly authorized officers.

School:

Name:	Milan Kiska
Title:	Director, Career & Technical Education
Signature:	Milan Kiska
Date:	09-16-2024

Community College of Allegheny County:

Name:	Stephen H. Wells, Ph.D.
Title:	Provost and Chief Academic Officer
Signature:	Stephen H Wells
Date:	9/23/2024