CENTRAL PENN
COLLEGE

Edccelerated to Success Program
EASTERN CENTER FOR ARTS AND TECHNOLOGY & Central Penn College (CPC)
Dual Enrollment

This Dual Enrollment Agreement establishes an agreed-upon plan whereby eligible students from **EASTERN CENTER FOR ARTS AND TECHNOLOGY** can take courses at Central Penn College (CPC), a private, for-profit college in Pennsylvania offering in-person and online courses to earn a professional certificate. This Dual Enrollment Agreement may be terminated by either party with 30 days' notice. Any **EASTERN CENTER FOR ARTS AND TECHNOLOGY**, student enrolled in CPC courses at the time of termination shall remain enrolled through the end of the course. This Dual Enrollment Agreement shall automatically renew for one-year periods unless terminated by either party.

Background

Pennsylvania public schools, including cyber charter schools, are encouraged to offer college and career readiness programs. Rigorous courses of study – Advanced Placement (AP) courses, International Baccalaureate (IB) courses, concurrent-enrollment courses, and concentrated Career and Technical Education programs of study – are included in the Future Ready PA Index; the Pennsylvania Department of Education's collection of student progress measures related to school and student success.

CPC is a private, for-profit college that will be offering CPC courses that will be taught by CPC staff, available to **EASTERN CENTER FOR ARTS AND TECHNOLOGY** students at CPC's Summerdale campus and online. CPC is approved by the Pennsylvania Department of Education and is accredited by the Middle States Commission on Higher Education, one of six regional accreditation organizations recognized by the U.S. Department of Education. CPC offers a concurrent-enrollment program for high school juniors and seniors.

The Mission of Central Penn is to open opportunities to students from a variety of academic backgrounds by providing the education needed for employment and advancement in their fields. Articulation agreements enable the College to facilitate students' ability to earn college and high school credit simultaneously as well as increase the ability of transfer of predetermined credits into the College. CPC enters collaborative relationships with institutions that contain academic and technological courses and programs that are parallel to CPC's academic courses and programs, maximizing transferable credits.

Course Offerings, Enrollment, Fees, and Payment

Pursuant to this Dual Enrollment Agreement courses from CPC will be offered as concurrent enrollment courses. The courses will be taught by CPC staff and will be available to **EASTERN CENTER FOR ARTS AND TECHNOLOGY** students at CPC's Summerdale campus and online. These college courses are offered with the intent of providing instruction for **EASTERN CENTER FOR ARTS AND TECHNOLOGY** students and will be applied to meet high school graduation requirements as applicable. A student will receive college credit from CPC for successfully completing courses as determined by CPC; depending on the course. Three credits for lecture courses and four credits for courses with lecture and a laboratory component. (three class credits for lecture and one credit for the laboratory). College credits will be awarded to a student for each concurrent enrollment course successfully completed.

CPC will allow School to review a course syllabus to ensure that the course is appropriate to recommend and/or provide concurrent enrollment credit for its students. Courses that may be purchased under this Dual Enrollment Agreement are subject to approval by **EASTERN CENTER FOR ARTS AND TECHNOLOGY** and CPC's Provost.

EASTERN CENTER FOR ARTS AND TECHNOLOGY students will be charged $350 for a 3-credit course and $450 for a 3-credit course with a 1-credit lab, with an additional charge for books. Book prices will be made available at least 30 days before the start of the CPC class term. CPC shall notify **EASTERN CENTER FOR ARTS AND TECHNOLOGY** of any changes in these fees at least 90 days before the change.

EASTERN CENTER FOR ARTS AND TECHNOLOGY students shall enroll in the courses pursuant to guidelines agreed to by **EASTERN CENTER FOR ARTS AND TECHNOLOGY** and CPC. CPC staff shall be available to School for assistance and guidance in the same manner as they are made available to other students enrolled in CPC courses. Courses purchased by **EASTERN CENTER FOR ARTS AND TECHNOLOGY** students under this Dual Enrollment Agreement shall also be subject to the requirements of CPC concurrent-enrollment courses as offered to students at other schools.

CPC will conduct background checks and employment suitability reviews in accordance with state law and university policy.

Student Eligibility Criteria

Students will be enrolled in courses in accordance with the enrollment procedures and guidelines of both CPC and **EASTERN CENTER FOR ARTS AND TECHNOLOGY**. Copies of **EASTERN CENTER FOR ARTS AND TECHNOLOGY** approval guidelines shall be furnished to CPC upon finalization of Dual Enrollment Agreement. At a minimum all students enrolled in CPC courses shall also meet CPC's eligibility and enrollment requirements. Students shall be permitted to take no more than eight CPC concurrent-enrollment courses under this agreement or completed by the student by other means. Students requesting more than two courses per term must be approved by the **EASTERN CENTER FOR ARTS AND TECHNOLOGY** representative as well as the Provost of Central Penn College.

Students will be enrolled in CPC courses purchased by the student in accordance with procedures and guidelines adopted by **EASTERN CENTER FOR ARTS AND TECHNOLOGY**, copies of which shall be furnished to CPC. At a minimum, **EASTERN CENTER FOR ARTS AND TECHNOLOGY** students shall meet the following CPC eligibility criteria:

1. Written permission from the student's parent(s) or legal guardian(s), to participate in the program.
2. Maintain 2.5 cumulative GPA at **EASTERN CENTER FOR ARTS AND TECHNOLOGY**.
3. Must complete one semester of courses with **EASTERN CENTER FOR ARTS AND TECHNOLOGY** prior to beginning the program.
4. Must be in good academic standing at **EASTERN CENTER FOR ARTS AND TECHNOLOGY**.
5. Are satisfactorily meeting high school graduation requirements, as determined by **EASTERN CENTER FOR ARTS AND TECHNOLOGY**.
6. Students must meet course prerequisites if applicable.

Student High School and College Credit

CPC shall provide **EASTERN CENTER FOR ARTS AND TECHNOLOGY** with records of student course completion and grade(s) within 30 days of the final day of the course. CPC shall award the student three college credits for each successfully completed course as per the requirements in each course syllabus and four credits for a course that contains a lab (three credits for lecture and one credit for the lab).

CPC Terms and Registration

Central Penn College functions on a term format which includes four terms a year. These terms are Fall, Winter, Spring and Summer. Each term is 11 weeks long with two week breaks in between. Course registration opens two months prior to the start of each term.

Winter Term January- March	**Spring Term** April- June
Summer Term July- September	**Fall Term** October- December

CPC Refund Policy

Pursuant to federal and state regulations, Central Penn College has developed, and applies on a consistent basis, the following policy:

When a student completely withdraws from the College or drops a course, tuition will be calculated in accordance with the following guidelines, and any refund is made within 30 days. The last day of class attendance will be considered the withdrawal or drop date. If the last date of attendance cannot be determined, the institution shall use the date the College had knowledge of the student's withdrawal.

Withdrawal Date Tuition Reduction:

- During 1st week 75% refunded
- During 2nd week 55% refunded
- After 2nd week 0% refunded

Termination and Renewal

This Dual Enrollment Agreement may be terminated by either party with 30 days' notice. Any **EASTERN CENTER FOR ARTS AND TECHNOLOGY** student enrolled in CPC courses at the time of termination shall remain enrolled through the end of the course. This Dual Enrollment Agreement shall automatically renew for one-year periods unless terminated by either party.

Contact Persons

The **EASTERN CENTER FOR ARTS AND TECHNOLOGY** and CPC contact persons for this MOU shall be:

For EASTERN CENTER FOR ARTS AND TECHNOLOGY:

Title: Joe Greb, Assistant Director
Email: JGreb@eastech.org
Phone: 215-784-4800

For CPC:

Dr. Curtis Voelker
Executive Director of College Relations
Central Penn College
(717) 728-2336 | (717) 728-2505 (Fax)
curtisvoelker@centralpenn.edu

CENTRAL PENN COLLEGE | OPPORTUNITIES START HERE

SIGNATURES

School

Joseph Greb 4 / 29 / 2026
High School Representative Date

Title: Assistant Director
Email: JGreb@eastech.org
Phone: 215-784-4800

Central Penn College

5 / 6 / 2026
Dr. Linda Fedrizzi-Williams Date
President
Central Penn College

Edccelerated to Success Program

This Memorandum of Understanding (MOU) is between **EASTERN CENTER FOR ARTS AND TECHNOLOGY** and Central Penn College (CPC). The Edccelerated Program will enable **EASTERN CENTER FOR ARTS AND TECHNOLOGY** high school students to enroll into the "Edccelerated to Success Program Pathways" offered through Central Penn College. Through this Program, Central Penn College will provide qualified **EASTERN CENTER FOR ARTS AND TECHNOLOGY** juniors and seniors with the opportunity to complete a college-level professional certificate during their junior and/or senior year of study at **EASTERN CENTER FOR ARTS AND TECHNOLOGY** high school or enroll within a specific Allied Health pathway to earn a Diploma or Applied Associate degree within one year of graduation. Through the innovative, asynchronous, online professional program, students can choose from 12 different pathways. Qualified students may directly transfer into a hybrid Diploma and Applied Associate program through this partnership.

Eligible students would begin programming in the fall of their junior year at **EASTERN CENTER FOR ARTS AND TECHNOLOGY** for the certificate pathway and the fall of their senior year for the Diploma and Applied Associate pathway. Students will enroll in 1-2 courses per term for the fall, winter, and spring over the course of their junior and senior years of high school. Eligible students will complete the program of choice in their second spring term for the certificate pathways and for the Allied Health pathways, they will transfer to **Central Penn College** in the fall.

CPC will allow **EASTERN CENTER FOR ARTS AND TECHNOLOGY** to review a course syllabus to ensure that the course is appropriate to recommend and/or provide concurrent-enrollment credit for its students. Courses that may be purchased under this MOU are subject to approval by **EASTERN CENTER FOR ARTS AND TECHNOLOGY** President and CEO or designee and CPC's President or designee. Students who enroll in courses outside of **EASTERN CENTER FOR ARTS AND TECHNOLOGY** internal approval are subject to **EASTERN CENTER FOR ARTS AND TECHNOLOGY** and CPC's academic and financial policies. **EASTERN CENTER FOR ARTS AND TECHNOLOGY** students shall enroll in the courses pursuant to guidelines agreed to by **EASTERN CENTER FOR ARTS AND TECHNOLOGY** and CPC. CPC staff shall be available to **EASTERN CENTER FOR ARTS AND TECHNOLOGY** students for assistance and guidance in the same manner as they are made available to other students enrolled in CPC courses. Courses purchased by **EASTERN CENTER FOR ARTS AND TECHNOLOGY** under this MOU shall also be subject to the requirements of CPC concurrent enrollment courses as offered to students at other schools.

Enrollment for School Year

Central Penn College

- Students will enter the program of choosing as a cohort in the fall semester of their junior year/ senior year depending on the pathway chosen.
- Students will take one to two courses at a time, as indicated on the roadmaps, over Central Penn College's fall, winter, and spring terms with a 15-week break over summer.
- Courses will follow a stream-lined programmatic structure.

- The certificate courses will be offered in 11-week asynchronous online format and the Diploma and Applied Associate programs will be offered as a hybrid (both asynchronous online and in-person).
- Faculty will have weekly office hours that they can meet one-on-one with students virtually or in-person.
- To ensure course availability, students must follow the designated course rotations. Time off from the program is not allotted for Schedule Gap or Leave of Absences. If an issue arises, the student must contact the Program Director over the certificate to discuss options.
- Students enrolled in the certificate pathway may only transfer three earned CPC credits designated on the existing articulation of dual enrollment for an 18-credit certificate program.
- Students enrolled in the Diploma pathway may only transfer nine earned CPC credits designated on the existing articulation of dual enrollment for a Diploma program.

School

- Interested students will apply through a specialized online application provided to their high school representative.
- Students will receive approval from their high school representative to attend the program.
- Courses will be evaluated by **EASTERN CENTER FOR ARTS AND TECHNOLOGY** to determine high school course replacement.
- Students will receive approval from their high school representative to attend the program.

Professional Certificate Program Cost:
Courses will be purchased by **EASTERN CENTER FOR ARTS AND TECHNOLOGY** on a per-seat basis, with a seat consisting of one student in one course. **EASTERN CENTER FOR ARTS AND TECHNOLOGY** will be charged $350 for a 3-credit course and $450 for a 3-credit course with a 1-credit lab, with an additional charge for books. Book prices will be made available at least 30 days before the start of the CPC class term. CPC shall notify **EASTERN CENTER FOR ARTS AND TECHNOLOGY** of any changes in these fees at least 90 days before the change and submit an updated addendum to **EASTERN CENTER FOR ARTS AND TECHNOLOGY** formalizing the new agreed upon price. Once students transfer to CPC, credit prices change to the current catalog price per credit. Students in the Edcellerated Pathways will need to follow the attached schedule of rotation of classes to ensure certificate completion.

Drop Policy:

- Students that choose to halt their attendance in the program cannot rejoin and must revert to standard dual enrollment course options.
- Students who withdraw from the program prior to completion will be responsible for the cost of their current course in progress.
- Any student dropping or withdrawing from a course will follow Central Penn College's refund policy found within the college catalog.

15 Professional Pathways to choose from:

Details on all professional certificates can be found here:

12 professional certificates by the time of High School Graduation

3 other pathways to early admission to Associate Degrees (OTA/PTA/MA)

Behavioral Health	Medical Billing and Coding
Bookkeeping	Medical Office Assistant
Child Care Management	Phlebotomy
Dental Treatment Coordinator	Restaurant and Food Management
Entrepreneurship and Small Business	Sports Management
Hotel Administration	
Human Resource Management	
Medical Assisting	Physical Therapy Assistant
Occupational Therapy Assistant	

All credits earned through the Edccelerated to Success Pathways will 100% transfer into an associate or bachelor's degree at Central Penn College. ***Courses are offered in an asynchronous online format for the time the students are within high school.*** The Allied Health programs that require transfer to Central Penn College after completing Dual Enrollment Credits are on ground (**remaining credits will be subject to the cost per credit at the College at the time of admission and no longer be at the cost of the dual enrollment pricing).*

Degree Laddering Options

Professional Certificate	To	Associate or Bachelor's Degree
Behavioral Health	>	AS in Occupational Therapy Assistant Program
Bookkeeping	>	AS Accounting program and BS in Accounting Program
Child Care Management	>	AS Child Care Management (to ladder into BS in Early Childhood Education)
Dental Treatment Coordinator	>	BS in Business Administration
Entrepreneurship and Small Business	>	AS in Entrepreneurship and Small Business and the BS in Business Administration
Hotel Administration	>	AAS Hotel and Restaurant Management
Human Resource Management	>	BS in Business Administration with HR Concentration
Medical Billing and Coding	>	AAS in Medical Assisting
Medical Office Assistant	>	BS in Business Administration
Phlebotomy	>	AS in Medical Assisting
Restaurant and Food Management	>	AAS Hotel and Restaurant Management
Sports Management	>	BS in Business Administration with Sports Management Concentration
Medical Assisting	>	AS in Medical Assisting
Occupational Therapy Assistant (Behavioral Health Cert)	>	AAS in Occupational Therapy Assistant
Physical Therapy Assistant (early Admission with Gen Ed)	>	AAS is Physical Therapy Assistant

Certificate Course Rotations:

Behavioral Health Certificate

Year 1		
Term	**Months**	**Course**
Fall Term	October- December	PSY100 Psychology
Winter Term	January- March	PSY200 Public Health
Spring Term	April- June	PSY105 Child Growth and Development
Summer Term (OFF)	July- September	OFF
Year 2		
Term	**Months**	**Course**
Fall Term	October- December	PSY215 Sports Psychology
Winter Term	January- March	PSY210 Medical Psychology
Spring Term (Graduate)	April- June	PSY220 Abnormal Psychology

**18 Credit Certificate College in High School Price (for credits only) $2,100*
**18 Credit Certificate Central Penn Cost for Regular Enrollment (for credits only) $ 9,162*

Bookkeeping Certificate

Year 1		
Term	**Months**	**Course**
Fall Term	October- December	ACC100 Accounting I
Winter Term	January- March	ACC110 Accounting II
Spring Term	April- June	TEC103 Survey of Windows
Summer Term (OFF)	July- September	OFF
Year 2		
Term	**Months**	**Course**
Fall Term	October- December	ACC200 Managerial Accounting
Winter Term	January- March	BUS120 Spreadsheet Applications
Spring Term (Graduate)	April- June	ACC210 Data Management Applications

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Child Care Management Certificate

Year 1		
Term	**Months**	**Course**
Fall Term	October- December	CCM100 Childcare Foundations
Winter Term	January- March	BIO105 Human Development
Spring Term	April- June	COM101 Introduction to Human Communications
Summer Term (OFF)	July- September	OFF
Year 2		
Term	**Months**	**Course**
Fall Term	October- December	CCM115 Instructional Strategies for Early Childhood Education
Winter Term	January- March	BUS100 Introduction to Business
Spring Term (Graduate)	April- June	CCM305 Curriculum Planning

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Dental Treatment Coordinator Certificate

Year 1		
Term	**Months**	**Course**
Fall Term	October- December	BUS100 Introduction to Business
Winter Term	January- March	DEN100 Biomedical Sciences in Dentistry
Spring Term	April- June	COM101 Introduction to Human Communication
Summer Term (OFF)	July- September	OFF
Year 2		
Term	**Months**	**Course**
Fall Term	October- December	DEN120 Dental Clinical and Behavioral Sciences
Winter Term	January- March	DEN130 Dental Billing, Coding, and Treatment Coordination
Spring Term (Graduate)	April- June	BUS105 Fundamentals of Selling

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Entrepreneurship and Small Business Certificate

Year 1		
Term	**Months**	**Course**
Fall Term	October- December	BUS115 Business Accounting
Winter Term	January- March	BUS220 Principles of Management
Spring Term	April- June	BUS230 Principles of Marketing
Summer Term (OFF)	July- September	OFF

Year 2		
Term	**Months**	**Course**
Fall Term	October- December	BUS245 Human Resources
Winter Term	January- March	BUS270 Entrepreneurship and Small Business Management
Spring Term (Graduate)	April- June	BUS235, BUS273 or LGL140 Program Elective

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Restaurant and Food Management

Year 1		
Term	**Months**	**Course**
Fall Term	October- December	HRM125 Food and Beverage Cost Control
Winter Term	January- March	HRM105 Introduction to Hospitality
Spring Term	April- June	SCI100 Basic Nutrition
Summer Term (OFF)	July- September	OFF

Year 2		
Term	**Months**	**Course**
Fall Term	October- December	HRM225 Food and Beverage Management
Winter Term	January- March	HRM115 Sanitation and Safety
Spring Term (Graduate)	April- June	HRM245 Hospitality Law

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Hotel Administration

Year 1		
Term	**Months**	**Course**
Fall Term	October- December	HRM125 Food and Beverage Cost Control
Winter Term	January- March	HRM105 Introduction to Hospitality
Spring Term	April- June	HRM226 Lodging Management
Summer Term (OFF)	July- September	OFF

Year 2		
Term	**Months**	**Course**
Fall Term	October- December	HRM225 Food and Beverage Management
Winter Term	January- March	HRM115 Sanitation and Safety
Spring Term (Graduate)	April- June	HRM245 Hospitality Law

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Human Resource Management Certificate

Year 1		
Term	**Months**	**Course**
Fall Term	October- December	BUS245 Human Resources
Winter Term	January- March	BUS303 Recruitment, Selection, and Placement
Spring Term	April- June	BUS220 Principles of Management
Summer Term (OFF)	July- September	OFF

Year 2		
Term	**Months**	**Course**
Fall Term	October- December	BUS302 Health, Safety, and Security
Winter Term	January- March	BUS465 Training and Development
Spring Term (Graduate)	April- June	BUS460 Evaluation and Assessment

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Medical Billing and Coding Certificate

Year 1		
Term	**Months**	**Course**
Fall Term	October- December	ALH112 Essentials of Anatomy and Physiology
Winter Term	January- March	ALH108 Medical Terminology and Pharmacology
Spring Term	April- June	ALH122 Essentials of Anatomy and Physiology II
Summer Term (OFF)	July- September	OFF

Year 2		
Term	**Months**	**Course**
Fall Term	October- December	ALH115 Medical Insurance
Winter Term	January- March	ALH125 Diagnostic Coding
Spring Term (Graduate)	April- June	ALH235 Procedural Coding

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Medical Office Assistant Certificate

Year 1		
Term	**Months**	**Course**
Fall Term	October- December	ALH255 Medical Law and Ethics
Winter Term	January- March	ALH108 Medical Terminology and Pharmacology
Spring Term	April- June	COM101 Introduction to Human Communications
Summer Term (OFF)	July- September	OFF

Year 2		
Term	**Months**	**Course**
Fall Term	October- December	ALH115 Medical Insurance
Winter Term	January- March	BIO100 Human Biology
Spring Term (Graduate)	April- June	ALH180 Medical Administrative Procedures

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Phlebotomy Certificate

**See Allied Health Section of MOU*

Sports Management Certificate

Year 1		
Term	**Months**	**Course**
Fall Term	October- December	BUS111 Current Issues in Sports
Winter Term	January- March	BUS211 Sports Ethics and Leadership
Spring Term	April- June	COM130 Public Relations
Summer Term (OFF)	July- September	OFF

Year 2		
Term	**Months**	**Course**
Fall Term	October- December	BUS411 Sports Coaching
Winter Term	January- March	BUS311 Sports Management
Spring Term (Graduate)	April- June	BUS230 Principles of Marketing

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Job Outlook	
Bookkeeping	**Expected Jobs:** Accounting Assistant, Accounting Associate, Accounting Clerk, Accounting Specialist, Accounting Technician, Accounts Payable Clerk, Accounts Payable Specialist, and Accounts Receivable Clerk **Salary Expectations:** $42,410 per year **Additional Training:** Possibly, depending on the position seeking. **Laddering:** This program ladders into the AS Accounting program and BS in Accounting program.
Child Care Management	**Expected Jobs:** Child Care, Provider, Early Childhood Teacher or Director, Daycare Facility, Preschool, or Kindergarten Classroom, Nanny, Camp Counselor **Salary Expectations:** $35,128 to $46,174 per year **Additional Training:** Possibly, depending on the position seeking. Will require additional clearances for fingerprints, PA State Police Criminal Background Check, Department of Public Welfare Child Abuse History Clearance, FBI clearances through the Department of Education. **Laddering:** This program ladders into the AAS in Child Care Management.
Dental Treatment Coordinator	**Expected Jobs:** Dental Treatment Coordinator working in dental offices.

	Salary Expectations: Median salary of $45,738 per year **Additional Training:** None **Laddering:** This program ladders into the BS in Business Administration.
Entrepreneurship and Small Business	**Expected Jobs:** Self-employed Entrepreneurs in Personal Finance, Advisors, Accountants, Management Analytics, and Real Estate Appraisers **Salary Expectations:** $90,640 to $109,900 a year **Additional Training:** Depends on the position. **Laddering:** This program ladders into the AS in Entrepreneurship and Small Business and the BS in Business Administration.
Human Resource Management	**Expected Jobs:** Human Resource Director with skills in personnel and organization policy, labor relations, HR resource law, job training, and employee testing and assessment. Compensations and Benefits Manager, Employee Relations Manager, HR Director, Social and Community Service Manager **Salary Expectations:** $64,823 to $76,094 a year **Additional Training:** Depends on the position. **Laddering:** This program ladders into the BS in Business Administration with HR concentration.
Hotel and Restaurant Management AAS *Restaurant and Food Management Certificate *Hotel Administration Certificate	**Expected Jobs:** Entry-level managerial positions at any reputable food or hospitality service establishment in all areas of the industry (Fast-Food, Casual Dining, Entrepreneurial, Institutional, Fine Dining, hotel, resort). **Salary Expectations:** $55,000 to $76,094 a year Average salary is $60,396 per year and ranges from $38,096 to $95,752. Job outlook: Guest Service Agent for $15.26 an hour: 15, 622 job openings, Front Office Manager $19.10 an hour 37,610 job openings, Front Desk Manager $18.41 an hour 25,701 job openings, Housekeeping manager $17.29 an hour 3,321 job openings, General Manger $61,132 a year 336,300 job openings, food an beverage manager $61,083 a year 29, 122 job openings. **Additional Training:** Depends on the position. **Laddering:** The certificates ladder into the AAS in Hotel and Restaurant Management.
Medical Coding and Billing	**Expected Jobs:** Upon passing the national certification exam, Certified Medical Billing/Coder Specialists can be employed in

	hospitals, outpatient and inpatient clinics, and surgical centers. Certified Medical Billing/Coder Specialists work in conjunction with physicians and other medical providers and, in addition to coding services, provide education to providers regarding medical record requirements and conduct chart reviews for completeness. **Salary Expectations:** $25,249 to $52,505 a year (Could be higher if Coder has auditing skills.) **Additional Training: Continuing** education may be required to maintain ongoing certification. **Laddering:** This program ladders into the AAS in Medical Assisting. Diagnostic Coding and Procedural Coding will transfer in to meet general education requirements so all 18 credits will be accepted into the Medical Assisting program.
Medical Office Assistant	**Expected Jobs:** Being an Office Assistant in physicians' offices, hospitals, outpatient clinics, and other healthcare facilities. **Salary Expectations:** Median salary of $37,900 per year **Additional Training:** None **Laddering:** This program ladders into the BS in Business Administration.
Occupational Therapy Assistant	**Expected Jobs:** A licensed OTA can work in health practitioner offices, surgical hospitals, Skilled Nursing Facilities, for a Home Health Agency, as well as Physician Offices and Elementary Schools. **Salary Expectations:** Median salary of $37,900 per year **Additional Training:** None **Laddering:** This program ladders into the BS in Business Administration.
Physical Therapy Assistant	**Expected Jobs:** A licensed PTA can work in health practitioner offices, surgical hospitals, Skilled Nursing Facilities, for a Home Health Agency, as well as Physician Offices and Elementary Schools. **Salary Expectations:** Median salary of $67,010 per year **Additional Training:** can specialize **Laddering:** This program ladders into the BS in Health Sciences
Sports Management	**Expected Jobs:** Possible careers in a competitive multi-billion dollar sports industry managing people, activities, business operations, and organizational outcomes within the sports industry such as agents, coaches, scouts, trainers, and gym management.

	Salary Expectations: $60,000 to $140,000 per year depending on title and education. **Additional Training:** Depending on the field, an Associate, Bachelors, or Master's degree are required. **Laddering:** Yes, the BS in Business Administration and BS in Corporate Communication.

* All data derived from https://www.bls.gov/ooh

Hotel Restaurant Management Applied Associates

Year 1		
Term	**Months**	**Course**
Fall Term	October- December	HRM125 Food and Beverage Cost Control
Winter Term	January- March	HRM105 Introduction to Hospitality
Spring Term	April- June	BUS220 Principles of Management
Summer Term (OFF)	July- September	OFF

Year 2		
Term	**Months**	**Course**
Fall Term	October- December	HRM225 Food and Beverage Management
Winter Term	January- March	HRM115 Sanitation and Safety
Spring Term (Graduate)	April- June	SCI Basic Nutrition

CPC		
Term	**Months**	**Course**
Summer Term	July- September	Gen Ed ENG101 College Composition I BUS 245 Human Resources ACC100 Accounting I
Winter Term	January- March	HRM226 Lodging Management IDS102 Introduction to Human Literacy MTH105 College Algebra BUS230 Principles of Marketing
Spring Term	April- June	BUS130 Macroeconomics COM101 Introduction to Human Communications BUS270 Entrepreneurship and Small Business HRM350 Hospitality Management Seminar
Summer Term (graduate)		Internship 299

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CENTRAL PENN
COLLEGE

Applied Allied Health Career Certificate of Completion

School& Central Penn College

Central Penn College (CPC) and **EASTERN CENTER FOR ARTS AND TECHNOLOGY** teams have devised a program that will provide **EASTERN CENTER FOR ARTS AND TECHNOLOGY** seniors with the opportunity to complete Allied Health college-level courses online during their senior year of study at **EASTERN CENTER FOR ARTS AND TECHNOLOGY** with an innovative high school program through this partnership. This program will allow **EASTERN CENTER FOR ARTS AND TECHNOLOGY** seniors the opportunity to earn a professional Certificate or Applied Associate degree within two to six terms of graduation from **EASTERN CENTER FOR ARTS AND TECHNOLOGY** depending on their chosen track.

3 + 2 Certificate Program

Phlebotomy

3 + 4 Applied Associate Program

Medical Assisting (with Phlebotomy Certificate)

EARLY ADMISSION to Occupational Therapy Assistant and Physical Therapy Assistant Program

Allied Health Enrollment for Fall Term

- Students will enter their chosen program as a cohort in the fall semester of their junior or senior year.
- Students will take one course at a time over Central Penn College's fall, winter, and spring terms with a 15-week break over summer. Rotation and timeline of courses are depicted in the tables below.
- Courses will follow a streamlined programmatic structure.
- The courses will be offered online in an 11-week asynchronous online format while at **EASTERN CENTER FOR ARTS AND TECHNOLOGY** and students will then transfer into the hybrid format at Central Penn with hands-on training at the Summerdale campus location, except for Medical Billing and Coding, which is 100% online.

Phlebotomy Technician Certificate Curriculum

The Phlebotomy Technician Certificate is a part of the Associate in Applied Science Medical Assisting degree program. This Certificate provides graduates with the clinical and administrative skills necessary to be a successful allied health care professional. The Phlebotomy Technician Certificate prepares students to work at a hospital, diagnostic laboratory, blood donor center, or private medical offices. Students in this allied health program will learn how to prepare CLIA-waived laboratory tests, collect and process specimens for lab testing and medications, and maintain medical records.

The NHA certification exam is designed to evaluate the knowledge and skills associated with the performance of tasks required for entry-level practice. A passing grade must be earned on the NHA Certified Phlebotomy Technician exam for successful completion of the Certificate. Candidates who are successful in passing the certification examination will be awarded credentials indicating their certification status.**The cost for the Phlebotomy Technician Certification (CPT) is $125.00.*

Phlebotomy Core Courses – 18 credits

ALH108	Medical Terminology and Pharmacology *
ALH112	Essentials of Anatomy and Physiology I *
ALH122	Essentials of Anatomy and Physiology II*
ALH145	Allied Health Procedures
ALH255	Medical Law and Ethics
ALH310	Medical Laboratory

*indicates online

***Please see the College Catalog for full course descriptions or request further information from the Provost at kristawolfe@centralpenn.edu.**

Phlebotomy Technician

***100% of Credits will transfer into the Medical Assisting program**

Term/ Marking Period	Fall/Marking Period 1	Winter/ Marking Period 2	Spring/ Marking Period 3	Summer: Off	Fall Term CPC October – December	Winter Term CPC January – March
Courses	ALH112 Essentials of Anatomy and Physiology I *online	ALH108 Medical Terminology and Pharmacology *online	ALH122 Essentials of Anatomy and Physiology II *online		ALH145 Allied Health Procedures *in-person	ALH255 Medical Law and Ethics *online or in-person
Courses						ALH310 Medical Laboratory *in-person
Location	online	online	online		Central Penn	Central Penn
	3-credit course	3-credit course	3-credit course		Thursdays 5-9 pm	One 11-week term

3 + 4 Applied Associate Program

Medical Assisting (with Phlebotomy Certificate)

Medical Assisting Applied Associates (with Professional Certificate in Phlebotomy) Curriculum - 60 credits

The Associate in Applied Science degree program in Medical Assisting provides graduates with the clinical and administrative skills necessary to be a successful allied healthcare professional. Medical Assistants work primarily in physicians' offices and medical clinics. Students in this allied health program will learn how to prepare patients for various examinations, assist physicians with minor office surgeries, draw blood, perform tests and treatments, administer injections and medications, maintain medical records, and perform administrative tasks.

This program requires the completion of 60 credits.

General Education Requirements – 21 credits

Medical Assisting Core Courses – 39 credits

ALH108	Medical Terminology and Pharmacology *
ALH112	Essentials of Anatomy & Physiology I *
ALH115	Medical Insurance
ALH122	Essentials of Anatomy & Physiology II *
ALH145	Allied Health Procedures
ALH180	Medical Administrative Procedures
ALH208	Clinical Procedures
ALH210	Clinical Techniques
ALH230	Disease and Diagnostic Methods
ALH299	Medical Assisting Internship
ALH310	Medical Laboratory
ALH350	Medical Seminar

*indicates online

Medical Assisting Applied Associates (with Professional Certificate in Phlebotomy)

Term/ Marking Period	Fall / Marking Period 1	Winter/ Marking Period 2	Spring/ Marking Period 3	Summer off	Fall Term CPC	Winter Term CPC	Spring Term CPC	Summer Term CPC
Courses	ALH112 Essentials Anatomy and Physiology I *online	ALH108 Medical Terminology and Pharmacology *online	ALH122 Essentials of Anatomy and Physiology II *online ENG101 College Comp *online		IDS101 CPC Foundations ALH145 Allied Health Procedures	IDS102 Introduction to Information Literacy ALH 255 Medical Law and Ethics	ALH115 Med Insurance ALH310 Med Lab ALH230 Disease & Diagnostic Methods	ALH350 Medical Seminar ALH180 Medical Admin Procedures
Courses					100 level Scientific Reasoning ALH208 Clinical Procedure	COM101 Introduction to Human Communication ALH210 Clinical Techniques	Qualitative Fluency	ALH299 Internship (summer term) 6 cr
Location	Online	Online	Online		12 credits CPC	12 credits CPC	12 credits CPC	12 credits CPC
	3-week online	3-week online	3.5-week online		One 11-week term	One 11-week term	One 11-week term	Two 11-week terms

Early Admission Policy Statement for Dual Enrollment into the PTA and OTA Programs at Central Penn College

Central Penn College is committed to fostering academic excellence and providing advanced opportunities for high-achieving high school students and is now offering an early admission pathway for students seeking dual enrollment in our Physical Therapist Assistant (PTA) and Occupational Therapist Assistant (OTA) programs. This policy is designed to accelerate students' academic journey by allowing them to begin earning college credits while still in high school, paving the way for a seamless transition into our full-time programs upon graduation.

Students will begin the program in their junior year and will be granted access to a select number of courses that align with the PTA and OTA curricula. Students' must have successfully passed the first three identified courses in the early acceptance pathway with a B or better to be eligible to apply for early admission. In the Fall of the student's senior year, the student will submit a letter of interest explaining as to why they would like to become an OTA or PTA, two letters of recommendation, and complete 20 observation hours within the year of the application. Students will be asked to interview the Program Directors after paperwork is submitted.

Throughout their dual enrollment experience, students will receive personalized academic advising to help them navigate course selection, monitor progress, and address any challenges that may arise. Central Penn College provides a robust support network that includes collaboration with high school counselors to guarantee that early admitted students are well-prepared for the rigorous demands of these programs.

This early admission policy reflects Central Penn's commitment to innovation, workforce readiness, and academic success, ensuring that talented students have the opportunity to jump-start their careers in healthcare while benefiting from the high-quality education Central Penn College is known for. All successful coursework taken and completed with a passing grade in the early acceptance pathway will 100% transfer to the OTA and PTA Program to count toward the Applied Associate Degree.

Occupational Therapy Assistant Applied Associates

(with Behavioral Health Certificate)

Term/ Marking Period	Junior Year Fall / Marking Period 1	Junior Year Winter/ Marking Period 2	Junior Year Spring/ Marking Period 3	Summer off	Senior Year Fall / Marking Period 1	Senior Year Winter/ Marking Period 2	Senior Year Spring/ Marking Period 3	Summer Term Off
Courses	PSY100 Psychology *online	PSY200 Public Health *online	PSY105 Child Growth and Development *online		PSY215 Sports Psychology	PSY210 Medical Psychology	PSY220 Abnormal Psychology	
Location	[redacted]							
	[redacted]							
Term/ Marking Period	Fall Central Penn Year Three	Winter Central Penn Year Three	Spring Central Penn Year Three	Summer Central Penn Year Three	Fall Term CPC	Winter Term CPC	Spring Term CPC	Summer Term CPC
Courses	OTA100 Fundamentals of Occupational Therapy ALH120 Anatomy & Physiology I ALH120L Anatomy & Physiology I Lab IDS101 CPC Foundations	OTA108 Therapeutic Techniques I ALH130 Anatomy & Physiology II ALH130L Anatomy & Physiology II Lab ENG101 College Composition I	OTA110 Therapeutic Techniques II OTA200 Developmental Occupational Therapy IDS102 Intro to Information Literacy MTH105 College Algebra	OTA205 Occupational Therapy in Mental Health OTA230 Pathology and Function COM101 Intro to Human Communication	OTA210 Occupational Therapy in Physical Rehab OTA220 Occupational Therapy in Geriatrics ALH255 Medical Law and Ethics	OTA299 Occupational Therapy Level II Fieldwork		
Location	On Ground 10 credits One 11-week term	On Ground 9 credits One 11-week term	On Ground 14 credits One 11-week term	On Ground 11 credits One 11-week term	On Ground 11 credits One 11-week term	On Ground 10 credits		

Physical Therapy Assisting Associates

(with early acceptance of General Electives)

Term/ Marking Period	Junior Year Fall / Marking Period 1	Junior Year Winter/ Marking Period 2	Junior Year Spring/ Marking Period 3	Summer off	Senior Year Fall / Marking Period 1	Senior Year Winter/ Marking Period 2	Senior Year Spring/ Marking Period 3	Summer Term Start CPC
Courses	PSY100 Psychology *online	BIO105 Human Development *online	ENG101 College Comp I *online		COM101: Human Communications *online	MTH105 College Algebra	ALH255 Medical Law and Ethics	ALH120 Anatomy & Physiology I ALH120L Anatomy & Physiology I Lab IDS101 CPC Foundations
Location	[redacted]				[redacted]			On Ground 7 credits One 11-week term
	[redacted]				[redacted]			
Term/ Marking Period	Fall Central Penn Year Three	Winter Central Penn Year Three	Spring Central Penn Year Three	Summer Central Penn Year Three	Fall Term CPC	Winter Term CPC	Spring Term CPC	Summer Term CPC
Courses	ALH130 Anatomy & Physiology II ALH130L Anatomy & Physiology II Lab Global Citizenship course	PTA100 Fundamentals of Physical Therapy IDS102 Intro to Information Literacy PTA Elective (ALH, BIO, MTH, PSY, or SCI)	PTA155 PTA Procedures PTA160 Pathophysiology for PTA I	PTA235 Modalities PTA245 Applied Kinesiology PTA260 Pathophysiology for PTA II PTA298 PTA Clinical Practice	ALH280 Professional Behaviors for the Allied Health Professional PTA255 Therapeutic Exercise PTA265 Neurological Rehabilitation	PTA299 Internship for PTA		
Location	On Ground 7 credits One 11-week term	On Ground 9 credits One 11-week term	On Ground 7 credits One 11-week term	On Ground 12 credits One 11-week term	On Ground 11 credits One 11-week term	On Ground 8 credits		

Program Timeline for Marking Period 1 Start

For marketing and advertising of the program contact Curtis Voelker: Curtisvoelker@centralpenn.edu

Contact Persons

The *following individuals will be considered the* contact persons for this MOU:

Central Penn College
Dr. Curtis Voelker
Executive Director of College Relations
Central Penn College
(717) 728-2336 | (717) 728-2505 (Fax)
curtisvoelker@centralpenn.edu

EASTERN CENTER FOR ARTS AND TECHNOLOGY

Title

Contact information

SIGNATURES

High School Representative Date 4 I 27I 26

High School Representative Date 4 I 27 I 26

Central Penn College

SIG 12026

Dr. Linda Fedrizzi-Williams Date
President
Central Penn College