

A member of Minnesota State

## **Articulation Process Flowchart**

St. Cloud Technical & Community College

## **New Articulation Agreement Development**

High school teacher electronically submits the Request for Articulation Form and supporting documentation to SCTCC Director of K-12 Initiatives.

SCTCC Director of K-12 Initiatives notifies SCTCC faculty of the request. SCTCC faculty sets up meeting with high school teacher in-person or electronically).

High school teacher and SCTCC faculty meet to review course outlines, objectives, outcomes, assessments, and course materials.

SCTCC faculty discusses the articulation request with Director of K-12 Initiatives and appropriate college dean. College dean makes final decision.

High school teacher, in consultation SCTCC Director of K-12 Initiatives and faculty, modifies the high school coursework. Course may be resubmitted.

> Does the course

No

Yes articulate?

SCTCC K-12 Initiatives Assistant creates formal Articulation Agreement, using the official Minnesota State Agreement Template.

SCTCC K-12 Initiatives Assistant enters the course in the database and posts to the CTE website (ctecreditmn.com).

SCTCC is a member of Minnesota State and accredited by the Higher Learning Commission. ADA Accessible Facility. Affirmative Action/Equal Opportunity Educator and Employer.