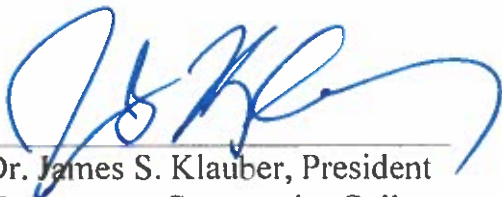# HAGERSTOWN COMMUNITY COLLEGE
WASHINGTON COUNTY PUBLIC SCHOOLS

ARTICULATION AGREEMENT

ACADEMIC YEARS 2024-2025

This agreement between Washington County Public Schools and Hagerstown Community College has been entered into for the purpose of assisting students in the transition from high school to college. The agreement specifies the conditions under which Hagerstown Community College will award credit to students for work successfully completed while they attended Washington County public high schools. With this latest articulation agreement, Washington County Public Schools and Hagerstown Community College reaffirm their partnership and their commitment to student success.

Dr. James S. Klauber, President
Hagerstown Community College

Date: 8/7/24

Dr. David T. Sovine, Superintendent
Washington County Public Schools

Date: 8/5/24

HAGERSTOWN COMMUNITY COLLEGE
WASHINGTON COUNTY PUBLIC SCHOOLS

ARTICULATION AGREEMENT

Introduction

General Requirements and Procedures

Faculty and staff from Washington County Public Schools and Hagerstown Community College have cooperatively developed course and program articulation requirements and procedures.
In order to receive articulated credits, graduates of Washington County Public Schools must be enrolled at Hagerstown Community College as students in good standing, and meet course and program requirements as stated in this document. Additionally, students must submit an Articulation Certification form, signed by a high school program faculty member and guidance counselor. Forms are available at every high school, and at Hagerstown Community College. A sample of the form is included in this document, and a list of specific procedures follows this Introduction.

Students awarded articulated credits under this agreement will not be charged tuition for these credits. Articulated credits are generally awarded within twelve months of high school graduation, although individual course and program requirements may vary.

If an HCC program or course that is part of the existing HCC/WCPS articulation agreement is terminated, students' articulation status will be determined on an individual basis.

Transfer of Articulated Credit

While Hagerstown Community College maintains transfer agreements with many baccalaureate institutions, students should be aware that some institutions and programs might not accept college credits granted for high school work. Students should consult with their Hagerstown Community College advisor prior to transfer.

This articulation agreement will be reviewed annually and updated as necessary.

Hagerstown Community College/Washington County Public Schools

Articulated Course Certification

Please complete this form for students to be granted articulated credit. Students should submit the completed form to the Admissions Department / Records Office during the first semester of enrollment at Hagerstown Community College. *Application for articulated credit must be submitted within twelve months of high school graduation.*

This is to certify that _____   Social Security #: _____

(Student Name)

Year of Graduation: _____

has successfully completed the following courses based upon the Articulation Agreement between Washington County Public Schools and Hagerstown Community College, and it is recommended that credit be awarded within time limits set by the college.

List applicable course(s) and grades:

Secondary Courses Certified   **College Courses Articulated**

Number	**Title**	**Final Grade %**	**Number**	**Title**	**Credit**
___	___	___	___	___	___
___	___	___	___	___	___
___	___	___	___	___	___

Other Comments:

_____

The undersigned certify that the student has met the criteria as defined in the Articulation Agreement (Year of _____), signed by representatives from Washington County Public Schools and Hagerstown Community College.

_____   _____   _____   _____
Instructor (Print Name)   Date   Guidance Counselor (Print Name)   Date

_____   _____
Instructor (Signature)   Guidance Counselor (Signature)

Articulation Procedures
Hagerstown Community College (HCC) and
Washington County Public Schools (WCPS)

The purpose of this document is to outline responsibilities for ensuring that students earn college credit for coursework that meets the requirements specified in the HCC/WCPS Articulation Agreement. Responsibilities are shared by WCPS, HCC, and students.

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* ❖ Communicate details of articulation agreements, including time limits for earning articulated credit, to high school principals, teaching staff, guidance personnel, and students.
* ❖ Program or course instructor and guidance counselor complete and sign *Articulated Course Certification* form.
* ❖ A copy of the *Certification* form is maintained in the student's permanent record.

STUDENT

* ❖ Apply for admission to HCC and provide a copy of the high school transcript.
* ❖ Submit a copy of the *Articulated Course Certification* form to the Admissions Department / Records Office staff upon admission to the college or during the first semester of enrollment at HCC. *Application for articulated credit must be submitted within twelve months of high school graduation unless otherwise specified in this agreement.*
* ❖ Discuss the articulation process with the HCC academic advisor.
* ❖ Be enrolled as a student in good standing at HCC and successfully complete the requirements described in the Articulation Agreement.

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* ❖ The Office of Academic Affairs maintains articulation agreements and coordinates updates to the agreements with WCPS.
* ❖ Office of Registration and Student Support staff, academic advisors, division directors, and faculty members maintain current knowledge of relevant articulation agreements and procedures.
* ❖ The Office of Financial Aid maintains copies of completed *Articulated Course Certification* forms in student academic folders.
* ❖ Upon completion by the student of the requirements specified in the articulation agreement, the Office of Financial Aid awards the appropriate number of credits.
* ❖ The Registrar posts the credits awarded on the student's transcript and sends a copy of the transcript to the student.
* ❖ At the close of each semester, the Registrar sends a report listing the numbers of students receiving articulated credit and their programs of study to the Vice President of Academic Affairs and Student Services.

WASHINGTON COUNTY PUBLIC HIGH SCHOOL COURSE OR PROGRAM OF STUDY	HCC PROGRAM(S)	REQUIREMENTS TO BE MET	CREDITS ELIGIBLE FOR ARTICULATION	HCC DIVISION
Accounting I A773 and Accounting II A781H	Accounting and Business (AAS) and various majors in which ACC 101 is required	• Completion of WCPS Accounting I & II with a minimum grade of 80% in each course; <u>and</u> • Completion of HCC Challenge Exam for ACC 101 with a minimum grade of 70% or • CLEP Fin. Accounting, Score 50	**3 credits (ACC 101)** Principles of Accounting I	BT
Advanced Software Applications A786SM	Division of Business & Technology (BT) (various programs)	• Successfully pass MS Office Specialist (MOS) at the expert level; <u>or</u> • Complete Office Systems Excel (A786SM) with a minimum grade of 80%; <u>and</u> • Enrollment with any BT AAS or Certificate • WCPS MS Office version must be no older than one version prior to the current release	**3 credits (IST 106)** Introduction to Spreadsheet: Excel	BT
AP Biology A2129	Science	• Completion of high school Advanced Placement Biology (A2129) with an 80% or better <u>AND</u> a grade of "C" or better in HCC BIO 114 Principles of Biology II	**4 credits (BIO 113)** Principles of Biology I	EM
AP Calculus A341AP (1 credit)	Mathematics	• Completion of high school Advanced Placement Calculus (A341AP) with a grade of 80% or better <u>AND</u> a grade of "C" or better in HCC MAT 204 (Calculus II).	**4 credits (MAT 161)** Pre-Calculus <u>AND</u> **4 credits (MAT 203)** Calculus I	EM
AP Calculus A339 AP (2 credits)	Mathematics	• Completion of high school Advanced Placement Calculus (A339AP) with a grade of 80% or better <u>AND</u> a grade of "C" or better in HCC MAT 205 (Calculus III) <u>OR</u> MAT 206 (Differential Equations).	**4 credits (MAT 161)** Pre-Calculus <u>AND</u> **4 credits (MAT 203)** Calculus I <u>AND</u> **4 credits (MAT 204)** Calculus II	EM
AP Chemistry A2130	Science	• Completion of High School Advanced Placement Chemistry (A2130) with an 80% or better <u>AND</u> a grade of "C" or better in HCC CHM 104 General Chemistry II (will need instructor permission and Pre-Calc to enroll)	**4 credits (CHM 103)** General Chemistry I	EM
AP English Language/Composition A116AP	English and various majors in which ENG 101 is required	• Completion of WCPS AP Language and Composition with a minimum grade of 80%	**3 credits (ENG 101)** English Composition	HU
AP English Literature/Composition A115AP A116AP	English and various majors in which ENG 101 or ENG 102 or ENG 112 are required	• Completion of WCPS AP Literature and Composition and AP Language and Composition with a minimum grade of 80%	**3 credits (ENG 101)** English Composition <u>AND</u> **3 credits (ENG 102)** Advanced Composition	HU

WASHINGTON COUNTY PUBLIC HIGH SCHOOL COURSE OR PROGRAM OF STUDY	HCC PROGRAM(S)	REQUIREMENTS TO BE MET	CREDITS ELIGIBLE FOR ARTICULATION	HCC DIVISION
AP Physics 2 A440AP	Science	• Completion of high school Advanced Placement Physics 2 (A440AP) with an 80% or better AND a grade of "C" or better in HCC PHY 202 (General Physics II)	4 credits (PHY 201) General Physics I	EM
AP Precalculus A192AP	Mathematics	• Completion of high school Honors Precalculus/Trigonometry (A338H) or AP Precalculus (A192AP) with a grade of 80% or better AND passing HCC MAT 203 with a C or better	4 credits (MAT 161) Pre-Calculus	EM
AP Statistics A336AP	Mathematics	• Completion of high school AP Statistics (A336AP) with a grade of 80% or higher AND pass the HCC Challenge exam in Statistics.	3 credits (MAT 109) Statistics	EM
AP U.S. Government and Politics A279AP	General Studies	• Completion of WCPS AP U.S. Government and Politics course with a minimum grade of 80%	3 credits (POL 101) American Government	BSS
AP World History: Modern A282AP	General Studies	• Students who a 3 on the AP assessment will be awarded HIS 101 • Students who earn a 4 or higher on the AP assessment will be awarded HIS 101 AND HIS 102	3 credits (HIS 101) World History to 1500 3 credits (HIS 102) World History Since 1500	BSS
Art History I BIVH1 & Art History II BIVH2	Visual Arts	• Completion of Art History I and II with a final grade of 80% (B) or better	3 credits (ART 101) Introduction to Visual Arts	HU
Computer Game Development and Animation	Information Systems Technology	• Completion of WCPS Computer Game Development and Animation with a minimum grade of 80% in all program courses to be articulated; and • Enrollment in an HCC Information Systems Technology (IST) AAS or Certificate Program; and • Articulate a maximum of 9 credits; and • Provided stay with MS Office 2010 or higher.	3 credits (CSC 102) Introduction to Information Technology	HU

WASHINGTON COUNTY PUBLIC HIGH SCHOOL COURSE OR PROGRAM OF STUDY	HCC PROGRAM(S)	REQUIREMENTS TO BE MET	CREDITS ELIGIBLE FOR ARTICULATION	HCC DIVISION
Computer Game Development Animation II	Simulation and Digital Entertainment (SDE)	• Completion of Computer Game Development II with a minimum grade of 80%; and • Submission of portfolio and completion of items 4, 7, 10, 13 and 17 on the "Portfolio Organizational Plan 3" as provided by the CGDA Instructor; and • Portfolio assigned a grade of "B" (80% or better) on the included work as assessed by the lead SDE faculty member; and • Enrollment in an HCC SDE, Information Systems Technology, Graphic Design Technology or Web and Multimedia Technology program.	3 credits (SDE 102) 2D Animation and Interactive Design	HU
CISCO IT Academy A1091SM, A1092SM, A1061SM	Information Systems Technology (Computer Support & Network Administration)	• Completion of the WCPS/CISCO Academy Classes with minimum average grade of 80% • Enrollment in any Information Systems Technology AAS, AS or Certificate program.	3 credits (CSC 109) Unix/Linux 4 credits (IST 155) Networking I 3 credits CYB 101 Cybersecurity	BT
Desktop Publishing Web Design A794SM	WEB	• Completion of Desktop Publishing/Web Design (A794SM)	3 credits (WEB 101) Web Design I (Note: WEB 101 will be waived as a prerequisite to any WEB course above 101 with proof of required minimum grade in WCPS Designing and Managing Websites (A794SM). Must receive a grade of "B" or higher in WEB course).	HU
Honors Physics A419H/A419HSM	Science	• Completion of Honors Physics 80% or higher	4 credits (PHS 104) General Physical Science	EM
Interactive Media Production A1030SM Principles of Multimedia A1031SM Interactive Media Production A1033SM Advanced Interactive Multimedia Production	Graphic Design Technology (GDT)	• Completion of WCPS Interactive Media Production Program (A1030, A1031, A1033) with a minimum average grade of 80%. • Completion, with a grade of "B" or better, of HCC GDT 116 (Digital Imaging) OR GDT 142 (Computer Illustration) OR GDT 143 (Digital Layout and Prepress)	3 credits (GDT 112) Introduction to Computer Graphics	HU

WASHINGTON COUNTY PUBLIC HIGH SCHOOL COURSE OR PROGRAM OF STUDY	HCC PROGRAM(S)	REQUIREMENTS TO BE MET	CREDITS ELIGIBLE FOR ARTICULATION	HCC DIVISION
World Languages; Level 1 French and Honors French I	Foreign Languages/French and various majors	• Completion of WCPS Level I high school French with a minimum grade of 80%	3 credits (FRN 101) Elementary French I	HU
World Languages; Level II French and Honors French II	Foreign Languages/French and various majors	• Completion of WCPS Level II high school French with a minimum grade of 80%	3 credits (FRN 102) Elementary French II	HU
World Languages; Honors French III	Foreign Languages/French and various majors	• Completion of WCPS Level III high school French with a minimum grade of 80%.	3 credits (FRN201) Intermediate French I	HU
World Languages; Honors French IV	Foreign Languages/French and various majors	• Completion of WCPS Level IV of high school French or completion of Honors French IV with a minimum grade of 80%; or • Submit evidence that the student has earned the Maryland Seal of Biliteracy in the French Language	3 credits (FRN202) Intermediate French II	HU
World Languages; Level I German and Honors German I	Foreign Languages/German and various majors	• Completion of WCPS Level I high school German with a minimum grade of 80%	3 credits (GER 101) Elementary German I	HU
World Languages; Level II German and Honors German II	Foreign Languages/German and various majors	• Completion of WCPS Level II high school German with a minimum grade of 80%	3 credits (GER 102) Elementary German II	HU
World Languages; Honors German III	Foreign Languages/German and various majors	• Completion of WCPS Level III high school German with a minimum grade of 80%.	3 credits (GER 201) Intermediate German I	HU
World Languages; Honors German IV	Foreign Languages/German and various majors	• Completion of WCPS Level IV of high school German or Honors German IV with a minimum grade of 80%; or • Submit evidence that the student has earned the Maryland Seal of Biliteracy in the German Language	3 credits (GER 202) Intermediate German II	HU
World Languages; Level I Japanese and Honors Japanese I	Foreign Languages/ Japanese and various majors	• Completion of WCPS Level I high school Japanese with a minimum grade of 80%	3 credits (JPN 101) Elementary Japanese I	HU
World Languages; Level II Japanese and Honors Japanese II	Foreign Languages/ Japanese and various majors	• Completion of WCPS Level II high school Japanese with a minimum grade of 80%	3 credits (JPN 102) Elementary Japanese II	HU
World Languages; Honors Japanese III	Foreign Languages/Japanese and various majors	• Completion of WCPS Level III high school Japanese with a minimum grade of 80%.	3 credits (JPN 201) Intermediate Japanese I	HU

WASHINGTON COUNTY PUBLIC HIGH SCHOOL COURSE OR PROGRAM OF STUDY	HCC PROGRAM(S)	REQUIREMENTS TO BE MET	CREDITS ELIGIBLE FOR ARTICULATION	HCC DIVISION
World Languages; Honors Japanese IV	Foreign Languages/Japanese and various majors	• Completion of WCPS Level IV of high school Japanese or completion of Honors Japanese IV with a minimum grade of 80%; or • Submit evidence that the student has earned the Maryland Seal of Biliteracy in the Japanese Language	3 credits (JPN 202) Intermediate Japanese II	HU
World Languages; Level I Spanish and Honors Spanish I	Foreign Languages/Spanish and various majors	• Completion of WCPS Level I high school Spanish with a minimum grade of 80%	3 credits (SPN 101) Elementary Spanish I	HU
World Languages; Level II Spanish and Honors Spanish II	Foreign Languages/Spanish and various majors	• Completion of WCPS Level II high school Spanish with a minimum grade of 80%	3 credits (SPN 102) Elementary Spanish II	HU
World Languages; Honors Spanish III	Foreign Languages/Spanish and various majors	• Completion of WCPS Level III high school Spanish with a minimum grade of 80%.	3 credits (SPN 201) Intermediate Spanish I	HU
World Languages; Honors Spanish IV	Foreign Languages/Spanish and various majors	• Completion of WCPS Level IV of high school Spanish or completion of Honors Spanish IV with a minimum grade of 80%; or • Submit evidence that the student has earned the Maryland Seal of Biliteracy in the Spanish Language	3 credits (SPN 202) Intermediate Spanish II	HU