

APPENDIX

APPENDIX

Minimum Requirements for School Entrance to K-1.....	App-1
Dual Enrollment Interagency Agreement.....	App-2
Technical and Career Pathways Articulation	App-3
Dual Enrollment Course Equivalency List.....	App-4
Community Service Component	App-5
Florida's Bright Futures Scholarship Program.....	App-6
Course Substitutions and Waivers.....	App-7
Progress Monitoring Program (PMP)	
Elementary Math	App-8
Elementary Reading.....	App-9
Secondary Math	App-10
Secondary Reading.....	App-11
Graduation Option	App-12
Promotion/Retention Recommendations	App-13
Promotion for Good Cause	App-14
Practical Arts	App-15
Career Courses	App-16
General Requirements for Accelerated Graduation Options	App-17
Mathematics and Science Equivalent Courses.....	App-18
Student Reading Placement Charts	App-19

**MINIMUM REQUIREMENTS FOR SCHOOL ENTRANCE TO
KINDERGARTEN AND FIRST GRADE**

KINDERGARTEN

Five (5) years old on or before September 1 of school year may be admitted any time during school year.

FIRST GRADE

Children who have been enrolled in a public school and are six years old on or before September 1, or children who have attained the age of six years on or before September 1 and have satisfactorily completed the requirements for kindergarten in a non-public school.

School Board may adopt rules under which students not meeting the entrance age may be transferred from another state if their parents or guardians have been legal residents of that state.

A student entering a school within the district from another public school inside the State of Florida, or from a private or parochial school, will be assigned to a grade by the school principal based on placement tests, age, and previous school records.

Students entering the Sumter School System for the first time (kindergarten or out-of-state) are required to furnish proof of immunization, and must have had a medical examination performed within one year prior to enrollment in school as required in Florida Statutes.

**INTERINSTITUTIONAL ARTICULATION AGREEMENT
BETWEEN THE SCHOOL BOARD OF SUMTER COUNTY, FLORIDA**

AND

**DISTRICT BOARD OF TRUSTEES
LAKE-SUMTER COMMUNITY COLLEGE**

2011 – 2012

TABLE OF CONTENTS

<u>Florida Statute§ 1007.235</u>	<u>Page</u>
1. Interinstitutional Articulation Agreement Partners– <i>FS1007.235 (1)</i>	3
2. Make-up of the Articulation Committee in negotiating and drafting the Agreement and description of the process by which the Agreement is renewed or terminated– <i>FS1007.23 (1)</i>	4
3. Courses and programs available to students eligible to participate in dual enrollment– <i>FS1007.235 (2) (b) 5</i>	4-5
4. Plan for providing guidance services– <i>FS1007.235 (2) (b) 2</i>	6
5. Process by which students are notified of the option to participate in Dual Enrollment– <i>FS1007.235 (2) (b) 2</i>	6-7
6. Process by which parents are notified of the option to participate in Dual Enrollment– <i>FS1007.235 (2) (b) 2</i>	7
7. Process by which students and parents exercise their right to participate in Dual Enrollment– <i>FS1007.235 (2) (b) 3</i>	7-9
8. Eligibility criteria for student participation in dual enrollment courses and programs– <i>FS1007.235 (2) (b) 6</i>	9-10
9. Institutional responsibilities for student screening prior to enrollment and monitoring enrolled students– <i>FS1007.235 (2) (b) 7</i>	11
10. Criteria by which the quality of dual enrollment courses and programs is to be judged and maintained– <i>FS1007.235 (2) (b) 8</i>	11-12
11. Institutional responsibilities for the cost of dual enrollment courses and programs– <i>FS1007.235 (2) (b) 9</i>	12-13
12. Responsibilities for providing student transportation– <i>FS1007.235 (2) (b) 10</i>	13
13. Mechanisms and strategies for reducing the incidence of postsecondary remediation in math, reading, and writing for the first-time enrolled recent high school graduates– <i>FS1007.235 (2) (c), 1007.235 (2) (c) 3, 1007.235 (2) (c) 4 and Appendix B</i>	14
14. Mechanisms and strategies for promoting career and technical programs of study – <i>FS1007.235 (2) (d)</i>	14
15. Mechanisms and strategies for improving the preparation of elementary, middle, and high school teachers– <i>FS1007.235 (3)</i>	14
16. Other language	15-18
Signature Page	18-19

**1. Interinstitutional Articulation Agreement
2011 - 2012
The School Board of Sumter County, FL
and
District Board of Trustees of Lake Sumter Community College**

This agreement is between Sumter County School Board and Lake-Sumter Community College District Board of Trustees concerning Advanced Instruction (Dual Enrollment). The School Board of Sumter County, Florida, and Lake-Sumter Community College District Board of Trustees enter into the agreement in accordance with the following provisions:

1007.235	District Inter-Institutional Articulation Agreement (IIAA)
1007.27	Articulated Acceleration Mechanisms
1007.721	Dual Enrollment Programs
1007.272	Dual Enrollment and Advanced Placement
2008.35 SB	1908 An Act Relating to Education
6A-10.024	Articulation Between Universities, Community Colleges and School Districts.

The purpose of this agreement is to develop and implement a comprehensive acceleration program for public high school students, reduces the time needed to complete the requirements of a high school diploma and a college degree, broadens the scope of curricular options available to students, and increases the rigor and variety of course offerings available to students. This agreement includes (but is not limited to) dual enrollment:

- This agreement is made by and between the District Board of Trustees at Lake-Sumter Community College (hereafter “LSCC”) and the School Board of Sumter County, Florida (hereafter “SCSB”) pursuant to the Florida statutes identified above.
- Further, this agreement shall apply to students who are dually enrolled at LSCC and at the SCSB, pursuant to governing statutes.
- Further, this agreement shall provide for delineation of institutional responsibility for costs of the dual enrollment program pursuant to statutes and the current General Appropriations Act.
- Further, this agreement shall supersede all other existing agreements providing an articulation plan for college level instruction for high school students now in effect between LSCC and SCSB.
- Further, this agreement shall continue in force from the date of the last signature and shall be reviewed on an annual basis. The Superintendent or designee representing the SCSB, and the President or designee, representing LSCC, shall conduct the annual review and shall present any revision for adoption by their respective boards.
- Further, it is understood that the purpose of this agreement is to enhance the learning opportunities for qualified students enrolled in Sumter County public high schools.

Definitions applicable to this Agreement: For purposes of the IAA (Inter-Institutional Articulation Agreement) the following definitions are based on law and should be adhered to:

Dual Enrollment (s.1007.271, F.S.)

The Dual Enrollment Program is the enrollment of an eligible secondary student in a postsecondary course creditable toward high school completion and an associate or baccalaureate degree. Students are permitted to enroll in these programs during school hours, after school hours, and during the summer term. Any student so enrolled shall be exempt from the payment of registration,

matriculation and laboratory fees. Students enrolled in postsecondary instruction that is not creditable toward a high school diploma shall not be classified as dually enrolled.

2. Please describe the make-up of the Articulation Committee in negotiating and drafting the agreement and a description of the process by which the agreement is renewed or terminated:

The School District of Sumter County and Lake Sumter Community College agree to utilize the Sumter Operations to monitor the activities established by this Agreement, to recommend enhancements and other changes, and to generally promote articulation.

Members are representative of each organization and serve annually on the committee. There are no limitations on the number of terms individuals may serve. The Committee will alternate among representatives of the District and the College the responsibility of recording minutes. Committee members and/or designee shall be as follows:

DISTRICT:

Superintendent
High School Principals
High School Guidance Counselors
Adult Education Administrator
District Director of Secondary Education
District Director of Curriculum and Instruction
District Director of Finance
Other representation as designated

COLLEGE:

College President
Vice President of Academic and Student Affairs
Dean of General Education and Transfer Programs
Dean of Career and Technical Programs
Director of Student Services
Student Affairs Manager Sumter

The Committee will meet September through April and other times as needed.

All parties agree to abide by any Florida Department of Education rule changes regarding college credit dual enrollment passed during the relevant fiscal year.

FS1007.235 (1), 1007.235 (2), 1007.235 (2) (a)

3. Please list the courses and programs that are available to students eligible to participate in dual enrollment:

The Dual enrollment Program shall be the enrollment of an eligible secondary student in a postsecondary course creditable toward a vocational certificate or an associate or baccalaureate degree. Students enrolled in postsecondary instruction that is not creditable toward the high school diploma shall not be classified as dual enrollments. Students shall be permitted to enroll in dual enrollment courses conducted during school hours, after school hours, and during the summer term. High school seniors will not be eligible for dual enrollment for summer terms that begin in May at the College. Any dual enrolled student shall be exempt from the payment of registration, tuition, and laboratory fees. The postsecondary

institutions and the District shall earn FTE funds as prescribed by law. When dual enrollment courses are taught on the high school campus by a high school teacher in adjunct status with the postsecondary institution, the faculty member will meet the postsecondary institution's credentialing requirements. Credits earned by dual enrollment will be applied to the student's transcript at the respective high school post-secondary institution and high school and postsecondary institutions.

Courses:

All courses which meet the terms and conditions of courses that are offered by the College Catalog shall be eligible for dual enrollment. Courses eligible for dual enrollment must be a minimum of three college credits; courses with two or more college credits with a 1.0 credit lab are acceptable. All college courses to be taken by high school students must receive approval from the students' principals or principals' designees.

A delineation of high school credits earned for completion of each dual enrollment course is available at www.FACTS.org under "Counselor and Educator; College Credit Programs; High School Subject Area Equivalency List." The Dual Enrollment Course Equivalency List is subject to change by FDOE and the respective institutions. The List provides a minimum statewide guarantee; however, school districts are not precluded from awarding subject-area credit for additional dual enrollment courses. If a school district awards subject-area credit for a course that is not found on the list, students and districts should be aware that the subject-area credit is not guaranteed to transfer between school districts. This list is not all inclusive and does not prohibit the offering of other dual enrollment courses, if agreed upon by the District, the College, and the University.

Sumter students must have completed at least 6 credit hours of dual enrollment credits before they can enroll for distance learning courses, unless they can show prior documented success in an online environment.

Electives:

Current law allows for any course in the Statewide Course Numbering System, with the exception of remedial courses and Physical Education skills courses, to be offered as dual enrollment. Three-credit (or equivalent) postsecondary courses taken through dual enrollment not listed shall be awarded 0.5 high school credits, either as an elective or as designated in the local interinstitutional articulation agreement. All four-credit foreign language courses shall be awarded one full high school credit.

The College and the District will encourage the high schools to approve appropriate dual enrollment courses for inclusion in the Major Areas of Interest (MAI) sections by: 1) providing information on dual enrollment courses offered at the College which are included in the state approved list MAI (<http://www.fldoe.org/APlusPlus/>), and 2) discussing the topic at a minimum of one District counseling meeting per year.

Students who meet the dual enrollment eligibility requirements must be allowed to enroll in the courses referenced above if offered for dual enrollment by the local postsecondary institution, subject to space availability. This statewide list is a minimum list of dual enrollment courses that must be accepted for high school credit by all school districts. The list provides a guarantee that certain dual enrollment courses will meet high school graduation requirements in specific subject areas; all other dual enrollment courses on the list are guaranteed high school elective credit.

Dual-enrolled High School Students with Disabilities:

In the event that a dual-enrolled high school student wants to request accommodations for a disability (based on an Individualized Educational Plan or a 504 Plan), the following procedures will apply:

- The District will provide the student with copies of the documentation verifying the disability and facilitate contact with Office of Students with Disabilities (OSD) at the College. The student will meet

with postsecondary staff from the departments listed above, so documentation can be reviewed and reasonable accommodations arranged.

Vocational Dual Enrollment Program:

The Vocational Dual Enrollment Program shall be provided as a curricular option for secondary students to pursue in order to earn a series of elective credits toward the high school diploma. However, vocational dual enrollment shall not supplant student acquisition of the diploma. Vocational dual enrollment shall be available for secondary students seeking a degree or certificate from a complete job-preparatory program, but shall not sustain enrollment in isolated vocational courses.

Student qualifications must demonstrate readiness for vocational-level course work if the student is to be enrolled in vocational courses. Qualifications for PSAV dual enrollment courses must include a 2.0 cumulative (Section 1007.271, Florida Statutes) grade point average. Exceptions to the required cumulative grade point averages may be granted if the educational entities agree and the terms of the agreement are contained within the dual enrollment interinstitutional articulation agreement.

FS1007.235 (2) (b) 1

4. Please provide your plan for providing guidance services:

Guidance Services:

Guidance Services are provided to students eligible to participate through advisement/orientation sessions held at the College. These sessions may be held in small groups or individually. Information at these sessions include LSCC's On-line Interactive Services student system (LOIS), LakerMail, use of the automated advisement system (www.FACTS.org) as well as course and program requirements leading to a certificate or associate degree. Guidance is given in the selection of program objectives that relate to the student's area of interest. Advice in the selection of appropriate courses for the intended program objective is given through the high school guidance office or at the College. If students indicate interest in a baccalaureate degree, they are given information about the general education and prerequisite requirements that relate to their degree objective.

Postsecondary Services:

The College provides guidance services to home-educated, private, and public school students and District personnel to inform students and parents about the articulation acceleration programs and to assist them in the educational planning process. Additional guidance tools provided by the College include, but are not limited to:

- Advisement/orientation sessions
- Dual enrollment brochures
- The College and District website
- Middle and high school visits (Outreach Program activities)
- Financial aid workshops
- Local special events

5. Please describe the process by which students are notified of the option to participate:

Students are made aware of dual enrollment opportunities beginning in the middle school grades and each year thereafter, typically in the fall and spring. Information is provided through counselor presentations

and conferences, school websites, dual enrollment publications, school curriculum guides and the annual registration process.

6. Please describe the process by which parents are notified of the option to participate:

Parents are made aware of dual enrollment opportunities through school newsletters and websites, annual curriculum guides during students' registration process, evening parent presentations on postsecondary opportunities, and dual enrollment publications.

FSI007.235 (2) (b) 2

7. Please describe the process by which students and parents exercise their right to participate:

DUAL ENROLLMENT PROGRAM PROVISIONS

- Dual enrollment students must be enrolled in the Sumter County School District or eligible for the Home Education Program as defined in s.1002.41. Pursuit of a PSAV certificate, associated degree or baccalaureate degree is required.
- Fourteen (14) or more high school credits must be completed prior to application to the college as a dual enrollment student.
- Dual enrollment students are registered administratively by LSCC. A completed LSCC Dual Enrollment Application and SCSB Dual Enrollment Registration Form must be submitted to LSCC prior to the first term of enrollment before DE students can be registered for their selected courses. Additionally, a SCSB Dual Enrollment Registration Form must be submitted to LSCC by the fee payment due date for each subsequent term of enrollment as a dual enrollment student.
- Dual enrollment students may be limited to specific courses if they elect to take courses during the school day at Sumter Campus.
- Any course taken under this program must be eligible to be applied toward the student's high school diploma per the Dual Enrollment Course Equivalency List.
- Dual enrollment students will not receive a waiver for tuition and fees or textbooks for any dual enrollment course preciously withdrawn from or failed.
- Students expelled from the SCSB, or students with expulsion hearings pending shall be ineligible for dual enrollment.

PROCEDURES TO PROVIDE THE PROGRAM

1. SCSB shall be responsible for identifying students who demonstrate academic abilities of a level to successfully pursue college level or postsecondary adult vocational (PSAV) instruction. Determination of student eligibility will be based on academic history and appropriate test score data. The SCSB will also be responsible for informing students so identified and their parents regarding educational benefits and requirements for participation in the program.
2. Articulation meetings will be held at least once a year between instructional and other personnel of the college and Sumter County high schools to designate those college level and PSAV courses to be offered in order to avoid unnecessary duplication and to review administrative and procedural relationships between the college and Sumter County high schools.
3. Upon successful completion of designated courses, SCSB will award credit toward a high school diploma and the college will award college or PSAV credit for the courses. The School Board is prohibited from changing any grade when posting to the high school transcript, per s.2008.235 F.S.
4. LSCC shall provide the high schools with a copy of the students' final grades. Students receive grades electronically through LSCC's On-line Interactive Services student system (LOIS).

5. Dual enrollment students are exempt from the payment of tuition and fees. Students enrolled in Sumter County public schools will be loaned textbooks, calculators, lab equipment, and tools. Home education students are responsible for the cost of textbooks and materials.
6. Instructors assigned to teach dual enrollment courses must meet SACS accreditation standards (minimum of a master's degree in the teaching discipline or a master's degree with 18 graduate semester hours in the teaching discipline).
7. SCSB and LSCC agree that college level courses, as agreed upon by the high school principal and appropriate community college personnel, may be taught on high school campuses by high school or college instructional personnel. All courses taught as part of dual enrollment will meet the postsecondary course content requirements as specified in Florida's Statewide Course Numbering System. Dual enrollment courses taught on the high school campus will meet all competencies expected and outlined in the college course plan and final examinations must be approved by the appropriate LSCC department chair as a comprehensive assessment of expected learning outcomes.
 - a. Completed, scored exams will be returned to the appropriate college department and held on file for a period of one year.
 - b. Current editions of course textbooks must be used in high school dual enrollment courses to match campus course textbooks.
 - c. Students taking college courses held in a high school faculty during regular school hours will be subject to the SCSB attendance regulations and all other SCSB and LSCC policies and procedures.
 - d. Students with disabilities will be accommodated per the active SCSB Individualized Education Plan.
 - e. Instructors teaching dual enrollment courses must meet SACS accreditation standards (minimum of a master's degree in the teaching discipline or a master's degree with 18 graduate semester hours in the teaching discipline).
 - f. High school instructors teaching dual enrollment classes must complete an official application, including official transcripts, for adjunct instructor employment with LSCC.
 - g. High School instructors will interview with the appropriate department chair for approval to teach dual enrollment courses.
 - h. All instructors (full-time and adjunct) will be subject to the same employment guidelines, rules and expectations.
 - i. All full-time and adjunct faculty will receive the current faculty handbook and a current student handbook.
 - j. All adjunct faculty will be provided with a full-time faculty liaison in the same discipline.
 - k. All full-time and adjunct faculty will be observed by a community college faculty member or administrator for purposes of evaluation using the same criteria as for all other full-time and/or adjunct faculty.
 - l. All full-time and adjunct faculty will be provided with a copy of course plans/objectives for the college courses they are teaching.
 - m. All full-time and adjunct faculty will be provided additional requirements for Gordon Rule Courses, if applicable.
 - n. All full-time and adjunct faculty will file a copy of their current course syllabus with the department chair prior to the start of each term.
 - o. All full-time and adjunct faculty will file a copy of their course final exam with the department chair each term.
 - p. All full-time and adjunct faculty must observe college procedures/deadlines for submission of grades in the appropriate format.
 - q. Payment to adjunct instructors for courses offered on the high school campus will be determined through a mutual agreement between the individual high school and LSCC.

- 8. Home education students registered by their parents or guardian as home education students with the district superintendent of schools according to s.1007.27 F.S. are eligible for the dual enrollment acceleration option, but are not covered under SCSB for class size and textbooks. While SCSB will verify their status as home education students in good standing, they are not considered SCSB students for purposes of this agreement.

FS1007.235 (2) (b) 3

8. Please describe eligibility criteria for student participation in dual enrollment courses and programs:

College-credit Dual Enrollment (Includes College-credit ATD, College Credit Certificate, AAS, AA, and AA.)

- A. List any admissions criteria in addition to the statutorily mandated 3.0 unweighted GPA and the common placement examination for college credit dual enrollment.

Student Eligibility (s.1007.27 F.S.)

- a. For all public high school students, the students' parent or legal guardian must grant permission for participation in the program, and parent and student must participate in new student orientation and advisement session at the Sumter Campus prior to registration in any classes.
- b. Public secondary school students' eligibility is based on birth date:

Students Born Between:	Student's Eligibility Ends On:
September 1, 1993 and August 31, 1994	May 31, 2012
September 1, 1994 and August 31, 1995	May 31, 2013
September 1, 1995 and August 31, 1996	May 31, 2014
September 1, 1996 and August 31, 1997	May 31, 2015

- c. Students must be classified as a junior or senior in secondary coursework.
- d. Students must have passed both the reading and math sections of the State's FCAT or meet state requirements for concordancy
- e. All public secondary school students must have and maintain an unweighted high school grade point average of 3.0 or higher. Under exceptional circumstances the GPA criteria may be waived with permission from the public high school administrator and LSCC Assistant Vice-President of Student Affairs.
- f. All public secondary school students must maintain a minimum LSCC cumulative grade point average of 2.0. Under exceptional circumstances the GPA criteria may be waived with permission from the public high school administrator and LSCC Assistant Vice-President of Student Affairs.
- g. A student shall lose eligibility to participate in dual enrollment if LSCC determines that the student is being disruptive to the learning process such that the progress of other students and the efficient administration of the course hindered. (6A-14.064, (4), (a).
- h. Students seeking to enroll in college degree level coursework must meet the following minimum scores on the ACT, SAT, PERT, or Florida College Entry Level Placement Test. Students must meet the minimum scores for Reading and one other section of either the ACT, SAT, PERT, or CPT. SAT English counts as Reading and English for these purposes. Students not passing all sections will be limited to dual enrollment courses that align with their abilities.

- i. Dual enrollment students may retake all or part of the College Placement Test a maximum of three times per academic year, but no more than twice during one semester.

ACT		SAT		CPT		PERT	
19	Math	440	Math	72	Elementary Algebra	113-122	Math
18	Reading	440	English	83	Reading	104-150	Reading
17	English			83	Sentence Skills	104-150	Writing

NOTE: ACT and SAT math scores may not be used for placement into math courses higher than Intermediate Algebra MAT 1033. Students wishing to enroll in College Algebra MAC 1005 or Liberal Arts Math I MGF 1106 must make a minimum of 95 on the elementary algebra sub-test of the CPT or the math sub-test of the PERT. Placement into a math course higher than College Algebra or Liberal Arts Math I requires minimum scores of 95 on the CPT or 123 on the PERT AND the appropriate minimum score on the LSCC Advanced Math Placement Test. Students must score a minimum of 104 on the writing sub-test of PERT to enroll in College Composition ENC 1101

B. Student Activities

- a. Dually enrolled students may participate in LSCC student activities but are not eligible for student activity scholarships.

C. Eligible Courses (s.1007.271, F.S) All courses (not identified in the Course Restrictions Section E), meeting requirements for high school completion as well as associate or baccalaureate degree completions, are available to students for dual enrollment.

- a. To ensure transferability of credits, a student’s academic plan will be closely evaluated by the LSCC Sumter Dual Enrollment Manager for selection of dual enrollment courses.
- b. Each course included should be evaluated as to its applicability to meet high school diploma and college degree requirements.
- c. Credit earned for course work will be awarded according to the recommended list provided by the state’s Articulation Coordination Committee.
- d. The courses and programs available to students are outlined in the Dual Enrollment Course Equivalency List located on the www.FACTS.org website, as well as the Dual Enrollment Equivalency List on the Bright Futures website.

List any agreed upon exceptions to the statutorily mandated admissions criteria

Career and Technical Certificate Dual Enrollment (Postsecondary Adult Vocation, PSAV)

List any admissions criteria in addition to the statutorily mandated 2.0 unweighted GPA:

Students enrolled in PSAV dual enrollment:

1. Must score a minimum of seventh grade level on all parts of the TABE test to begin taking courses and must score a minimum of tenth grade level on all parts of the TABE to be awarded a PSAV Certificate.
2. Written or computer based tests and/or hands on skill development are evaluation criteria to be utilized for grades. Students will demonstrate job skills in the laboratory for instructor observation, evaluation, and sign off on competence in addition to classroom tests on course theory and information. Students may also be required to complete an on the job training cooperative in order to be awarded a certificate.
3. Must have a grade point average of 2.0 unweighted or higher in his/her high school work, unless enrolled in an eligible home education program

List any agreed-upon exceptions to the statutorily mandated admissions criteria: None

Early Admission

iii. List any admissions criteria for Early Admission (i.e., full-time postsecondary enrollment) dual enrollment: None

List any agreed-upon exceptions to the statutorily mandated admissions criteria: None

FS1007.235 (2) (b) 6

9. Please describe the institutional responsibilities for student screening prior to enrollment and monitoring enrolled students:

A. Describe how students are screened for dual enrollment eligibility prior to enrolling in a dual enrollment course:

Students and their parents are encouraged to develop the student's education plan and postsecondary educational objectives through the use of www.FACTS.org automated advisement system.

A delineation of the process by which students and their parents exercise their option to participate in articulated acceleration programs is as follows:

- Students and parents meet with their high school guidance counselor.
- CPT/PERT is administered.
- High school guidance counselors approve eligible students for accelerated programs.
- In the case of high school managed accelerated programs, the guidance counselor registers eligible students for the appropriate classes.
- In the case of dual enrollment programs, the high school principal or principal's designee, with parents' permission, completes and approves the appropriate forms allowing the students to enroll at the College.
- The College registers the student into the approved dual enrollment course(s).

B. Describe how students' progress is monitored in dual enrollment courses:

The high school guidance counselors work with Dual Enrollment Manager to monitor students' progress each term. The monitoring process includes the academic performance reports, enrollment and registration holds, and other forms of communication with students, parents, and District personnel.

Students shall receive appropriate academic guidance and information about the program from the high school and College staff prior and subsequent to enrolling in the program. Students enrolled in dual enrollment classes during school cannot withdraw past the college's add/drop period and without the expressed permission of the SCSB. In the event of extenuating circumstances, the case may be reviewed by an appeals committee appointed by the home school. This rule does not preclude a statement from administrative withdrawal due to discipline or other reasons.

FS1007.235 (2) (b) 7

10. Please describe the criteria by which the quality of dual enrollment courses and programs are to be judged and maintained.

PROCEDURES TO PROVIDE THE PROGRAM

1. The District School Board of Sumter County shall be responsible for identifying students who demonstrate academic abilities of a level to successfully pursue college level or postsecondary

adult vocational (PSAV) instruction. Determination of student eligibility will be based on academic history and appropriate test score date (see Enrollment Sect. III). The School Board will also be responsible for informing students so identified and their parents regarding educational benefits and requirements for participation in the program.

2. Articulation meetings will be held at least once a year between instructional and other personnel of the college and Sumter County high schools to designate those college level and PSAV courses to be offered in order to avoid unnecessary duplication, and to review administrative and procedural relationships between the college and Sumter County high schools.
3. Upon successful completion of designated courses, the School Board will award credit toward a high school diploma and the college will award college or PSAV credit for the courses. The School Board is prohibited from changing any grade when posting to the high school transcript, per s.2008.235 F.S.
4. LSCC shall provide the high school or home education program with a copy of the student's final grade. Students receive grades electronically through LSCC's on-line student system.
5. Dual enrollment students are exempt from the payment of tuition and fees. Students enrolled in Sumter County public schools will be loaned textbooks, calculators, lab equipment and tools. Home education students are responsible for the cost of textbooks and materials.
6. Instructors assigned to teach dual enrollment courses must meet Southern Association of Colleges' accreditation standards (minimum of a master's degree in the teaching discipline or a master's degree with 18 graduate hours in the teaching discipline).

FS1007.235 (2) (b) 8

11. Please describe institutional responsibilities for the cost of dual enrollment courses and programs.

PROVISION FOR EQUITABLE DISTRIBUTION OF APPLICABLE REVENUE BETWEEN THE BOARDS

1. The student instruction time may be included in the count of full time equivalent student membership for basic program grades 9-12 by the SCSB.
2. Students enrolled in such courses may be counted as full time equivalent students by LSCC.
3. Instructors teaching dual enrollment courses at LSCC are considered college employees and are paid by LSCC. Instructors teaching dual enrollment courses on the high school campus during regular school hours are considered SCSB employees and are paid by SCSB unless LSCC has supplied an adjunct.
4. Students with disabilities will be accommodated per the active Individualized Educational Plan determined by SCSB.
5. The Dual Enrollment Class Size Agreement is part of this agreement and describes fiscal responsibilities of each party. (See Appendix A).
6. The following procedures will be used for loaning textbooks, calculators, lab equipment and tools to Sumter DE students.
 - a. A dual enrollment student will complete form AR-019 to receive textbooks, calculators, lab equipment and tools for courses in which he/she is enrolled
 - b. Upon receipt of these materials the student will sign a form indicating that these materials are the property of the SCSB, and are to be returned upon completion of the course or at the time a course is dropped.
 - c. At the end of each semester the Technology/Media Specialist or designee will check to see that all materials loaned to dual enrollment students are returned. Students who fail to meet this requirement will not be permitted to enroll in courses for the next semester.

- d. Should a student fail to return loaned materials, the SCSB will bill the student for the cost of replacing these materials. The student's principal will also be notified that this student may not enroll in another college course until all obligations are settled
7. Students and/or their parents are responsible for providing their own transportation to the college campus or to any other site where dual enrollment instruction is conducted.

FS1007.235 (2) (b) 9

12. Please describe the responsibilities for providing student transportation:

Students and/or their parents are responsible for providing their own transportation to the college campus or to any other site where dual enrollment instruction is conducted.

FS1007.235 (2) (b) 10

13. Please describe the mechanisms and strategies for reducing the incidence of postsecondary remediation in math, reading and writing for the first-time enrolled recent high school graduates:

REMEDIAL REDUCTION PARTNERSHIP INITIATIVES

The Inter-Institutional Articulation Committee shall meet a minimum of once annually to identify and discuss actions to reduce the need for remediation when students enter their first year of postsecondary education. To increase the number of students graduating from high school and ready for college, LSCC and SCSB are cooperatively involved in the following activities:

1. Pursuant to SB 1908, LSCC and SCSB will work collaboratively to facilitate an annual spring semester administration of the PERT on each public high school campus, beginning with the 2008-09 incoming juniors. LSCC staff will coordinate with Sumter County Student Services to schedule test dates, times and locations and to determine the number of students testing. LSCC will administer the PERT on each School Board high school campus.
2. Sumter County high school juniors, and any other Sumter County students interested in or planning on pursuing dual enrollment opportunities at LSCC, will have opportunities to take the PERT on their high school campus. Students unable to take advantage of the high school onsite administrations of the PERT will need to make arrangements to take the PERT at the Sumter Campus.
3. Results will be shared with students, high school guidance counselors and school administrators for the purpose of identifying and providing support services to those students scoring below the college-ready level.
4. SCSB curriculum personnel and LSCC English and mathematics faculty will work collaboratively to vertically align the high school mathematics, reading and writing curricula and expected student outcomes to applicable Florida standards in order to facilitate a smooth transition from secondary to postsecondary education.
5. Students identified as needing remediation in basic skills may also be encouraged to attend a variety of LSCC non-credit courses, at the student's expense, addressing reading and math improvement and/or may use resources in the Learning Center of each of the college's campuses.
6. During the fall of the students' senior year Sumter County high schools will provide elective remedial coursework which will include a final course exam and mirror college preparatory courses currently offered by LSCC.
7. Upon successful completion of any needed remediation, including passing a final course exam aligned to the LSCC comparable course, a student would then meet the state testing requirements for enrollment at LSCC and may meet requirements for participation in dual enrollment prior to high school graduation.
8. LSCC and SCSB will work collaboratively to explore ways to provide opportunities for students to remediate and place into college courses. In addition, LSCC and SCSB will work together to

increase college access to all Sumter students through participation in the University of Central Florida Access Summits, steering committees and other DirectConnect Strategies.

9. SCSB and LSCC work collaboratively to develop incentive scholarship programs and support programs for students in middle and high school. Programs include: Educational Talent Search (ETS), College Reachout Program (CROP), Take Stock in Children and Upward Bound.

FS1007.235 (2) (c), 1007.235 (2) (c) 2, 1007.235 (2) (c) 3, 1007.235 (2) (c) 4

14. Please describe the mechanisms and strategies for promoting career and technical programs of study:

Pursuant to Section 1007.235(2) (d), Florida Statutes, the District, the College and the University agree to cooperate in the advancement of the Career Pathways Program. Working through a Career Pathways partnership, District and College personnel have identified courses and programs that can articulate from the District to the College to help prepare students for associate degrees and baccalaureate studies. Representatives from career and technical programs at the college regularly visit high schools to work with and inform students of these programs.

Promotion of Career Pathways Programs

The District and the College collaborate for the promotion of Career Pathways to students, parents and counselors. The strategies shall include, but not be limited to:

- Marketing materials, such as brochures and posters
- Training and awareness sessions for District and College personnel.
- Special efforts to orientate parents towards the value of career academies

Career Pathways Articulation Agreements revisions and amendments will be submitted annually. All courses in a pathway will be reviewed and new pathways will be developed as appropriate.

Procedures for development of Career Pathways Articulation Agreements are established through the Lake/ Sumter Career Pathway Consortium who work with the appropriate faculty, program directors, deans, directors and other key individuals and groups.

FS1007.235 (2) (d)

15. Please provide a plan that outlines the mechanisms and strategies for improving the preparation of elementary, middle and high school teachers.

IMPROVING PREPARATION OF K-12 TEACHERS (s. SB 1908.13, F.S.)

1. LSCC offers K-12 teacher preparation through the Educator Prep Institute. Additionally, SCSB offers a number of in-service and professional development activities to enhance teacher preparation and continuing education.
2. SCSB works cooperatively with local college and university teacher education departments in placing education majors in district schools to facilitate pre-service teaching experiences.
3. SCSB requires new teacher in-service participation, including Learning Focused Strategies (best practices), the Teacher Orientation Program (TOP), and a district supervised mentoring program offered through the Sumter County Schools Staff Development Department.
4. SCSB provides ongoing professional development opportunities for all Sumter County faculty and staff.

FS1007.235 (3)

16. Please insert any language from your agreement that is not included in the previous sections:

Course Restrictions (s.1007.272, F.S.)

- Students may not register under dual enrollment for LSCC independent study courses, television courses, college preparatory courses, physical education, or one and two hour credit courses, nor for courses that do not apply toward a high school diploma and an associate or baccalaureate degree.
- Under no circumstances will an Advanced Placement (AP) student who does not take or pass the AP examination be permitted to earn postsecondary credit for that course through dual enrollment.
- Credit earned will be posted to the student transcript as either college credit with a grade, or AP credit, but not both.

Student Application and Enrollment:

Florida public high schools and LSCC agree that elective and required academic courses will be available to students meeting eligibility requirements. All courses taught as part of dual enrollment will meet postsecondary course content requirements as specified in Florida's Statewide Course Number System.

1. Student enrollment must be approved by the high school principal, guidance counselor or home education parent, or the public school student's parent of guardian.
2. Dually enrolled students must participate in a new student orientation session provided by LSCC at the Sumter Campus.
3. The LSCC Sumter Dual Enrollment Manager must approve all prospective dual enrollment students' eligibility and course assignment prior to enrollment each semester. A dually enrolled student with disabilities may receive accommodations in accordance with a current Individual Education Plan (IEP) and consistent with those provided through LSCC and SCSB.
4. Sufficient student travel time to and from the high school and college campuses must be allotted by high school personnel and approved by a college official prior to registration in dual enrollment coursework.
5. Parents or legal guardians will arrange and assume responsibility and liability for all dual enrollment related transportation.
6. All students taking college dual enrollment courses held at LSCC or at high school facilities after regular school hours will be subject to all college policies and procedures.
7. All dually enrolled students will be advised of college course-level expectations including, but not limited to the following:
 - a. Expectation of 2 to 3 hours of outside coursework for every hour spent in class.
 - b. Any letter grade below a "C" will not count as credit toward satisfaction of the Gordon Rule requirement. Successful completion is defined as a passing grade of "C" or higher in any dual enrollment Gordon Rule course for college credit (6A.109981, (8), (e) 1.)
 - c. All LSCC grades are calculated in the student's GPA and will appear on their college transcript.
 - d. All grades, including "W" for withdrawal, become a permanent part of the student's college transcript and may affect subsequent postsecondary admission.
 - e. Students must comply with add/drop and withdrawal policies and deadlines as stated in the LSCC Policies and Procedures Handbook.
 - f. Students changing, dropping or withdrawing from dual enrollment courses must have prior approval from SCSB Director of Secondary Education.
 - g. Students enrolled in dual enrollment classes during school cannot withdraw past the college add/drop period and without the expressed permission of the SCSB. In the event of extenuating circumstances, the case may be reviewed by an appeals committee appointed by

the home school. This rule does not preclude a statement from administrative withdrawal due to discipline or other reasons.

Students enrolled in dual enrollment courses must have prior approval from SCSB Director of Secondary Education.

Students enrolled in dual enrollment classes during school cannot withdraw past the College's add/drop period and without the expressed permission of the SCSB. In the event of extenuating circumstances, the case may be reviewed by an appeals committee appointed by the home high school. This rule does not preclude a student from administrative withdrawal due to disciplinary or other reasons.

At the end of each term, the LSCC Sumter Dual Enrollment Manager will conduct a follow-up analysis of dual enrollment student enrollment data to include subsequent college coursework completed at LSCC for the purpose of comparing the level of preparation and future success with non-dual enrollment postsecondary students.

ARTICULATED PROGRAMS

- A. LSCC Student Rights and Responsibilities:
 - 1. By registering, dual enrollment students assume the responsibility to become familiar with and to abide by Student Rights and Responsibilities as defined by the College Administrative Policies and Procedures and referenced in the College Catalog and Student Handbook.
 - 2. Students found in violation of the LSCC Student Code of Conduct are subject to disciplinary action that could affect high school and postsecondary graduation, scholarship eligibility, grade point average, and future college career and plans.
 - 3. Confidentiality of student records is protected by Florida Statutes and under the Family Educational Rights and Privacy Act of 1974 (FERPA). All communication containing sensitive or confidential information will be consistent with Florida Statutes and FERPA.
- B. LSCC Learning Environment
 - 1. By giving consent, dual enrollment students and their parents agree they understand that students will be exposed to a learning environment that promotes an open exchange of ideas.
 - 2. Course content is presented on an adult level and class discussions require a mature understanding of divergent viewpoints and the ability to think analytically on controversial issues.
 - 3. Courses will not be modified to accommodate variations in student age and/or maturity.
 - 4. Additionally, students are free to access the Internet without restriction per college rules.
- C. LSCC Disciplinary Actions:
 - 1. Any student involved in disciplinary action at the public high school (expulsion) is not eligible to enroll in dual enrollment courses.
 - 2. In cases of public school suspension from a Sumter County school, the student will not be allowed to attend LSCC classes that meet during suspension
- D. Program Provisions for Dual Enrollment Classes on the Community College Campus:
 - 1. All college level courses taught as part of dual enrollment will meet postsecondary course content requirements as specified in the Florida Statewide Course Numbering System.
 - 2. Dual enrollment courses will meet all competencies expected and outlined in the college course plan and final examinations must be approved by the appropriate LSCC department chair as a comprehensive assessment of expected learning outcomes.
 - 3. Completed, scored exams will be returned to the appropriate college department and held on file for a period of one year.
 - 4. Current college editions of course textbooks will be used in high school dual enrollment courses to match college campus course textbooks.
 - 5. Students with disabilities will be accommodated per the active Individual Education Plan in dual enrollment classes.

6. Instructors teaching dual enrollment courses must meet SACS accreditation standards (minimum of a master's degree in the teaching discipline or a master's degree with 18 graduate semester hours in the teaching discipline).
7. Instructors teaching dual enrollment classes must complete an official application, including official transcripts, for employment with LSCC.
8. Instructors will interview with the appropriate department chair for approval to teach dual enrollment courses.
9. All instructors (full-time and adjunct) will be subject to the same employment guidelines, rules and expectations.
10. All full-time and adjunct faculty will receive the current faculty handbook and a current student handbook.
11. All adjunct faculty will be provided with a full-time faculty liaison in the same discipline.
12. All full-time and adjunct faculty will be observed by a community college faculty member or administrator for purposes of evaluation using the same criteria as for all other full-time and/or adjunct faculty.
13. All full-time and adjunct faculty will be provided with a copy of course plans/objectives for the college course they are teaching.
14. All full-time and adjunct faculty will be provided additional requirements for Gordon Rule courses, if applicable.
15. All full-time and adjunct faculty will file a copy of their current course syllabus with the department chair prior to the start of each term.
16. All full-time and adjunct faculty will file a copy of their course final exam with the department chair each term.
17. All full-time and adjunct faculty must observe college procedures/deadlines for submission of grades in the appropriate format.

GRADING (s. 1007.235, F.S. and SB 1908)

LSCC will assign letter grades for dual enrollment coursework. The public high school of record will convert the letter grade to a percentage using the following state high school letter grade of conversion:

A	90 - 100
B	80 - 89
C	70 - 79
D	60 - 69
F	0 - 59
I	Incomplete – “I” grades that are not completed within the designated time frame will automatically convert to an “F” and are calculated as “F” in the GPA

1. A grade of “D” or higher proves satisfactory completion of a course fulfilling the requirement for earning a postsecondary credit and a grade of “C” or higher proves satisfactory completion of a Gordon Rule requirement for postsecondary credit.
2. This postsecondary credit may be transferable to any public postsecondary institution in Florida via Florida’s Statewide Course Numbering System as provided in s. 1007.24, F.S.
3. The public high school of record will record the DE letter grade on the high school transcript.
4. All decisions and actions related to final course grades must be consistent with LSCC academic standards, rules and procedures.
5. The public high school will not change any grade, once assigned by the college, when recording or posting to the high school transcript.
6. Students must maintain a minimum LSCC cumulative grade point average of 2.0 AND a minimum public high school un-weighted cumulative grade point average of 3.0 for continued enrollment in dual enrollment courses.

7. Dually enrolled students may attempt a course one time under the dual enrollment program.
8. Students who withdraw or fail a dual enrollment course will accept financial responsibility (pay) for registration, matriculation, lab fees AND cost of textbooks on subsequent attempts in the same course for grade forgiveness.
9. A DE student who earns a D or F must meet with the LSCC Dual Sumter Enrollment Manager to petition the non-public high school administrator for approval to retake the class.
10. If approved by the non-public high school administrator, the request is forwarded to the college for consideration.
11. As a part of the petition process, the student must include a letter explaining why he/she was unsuccessful in the class and the steps he/she plans to take to ensure that he/she will earn a higher grade in a second attempt.
12. The parent/guardian will also include a letter of explanation and support.
13. Students will receive DE grade weighting values as found in the Florida Department of Education High School Equivalency List and in the Florida Bright Future High School Equivalency List.

DUAL ENROLLMENT TEXTBOOKS

Public school dual enrollment students will be financially responsible for all materials and textbooks required for LSCC courses for which they are enrolled if they do not return them immediately after completing the course.


LSCC/SCHOOL DISTRICT WAIVER/APPEAL

The President of LSCC and the Superintendent of the SCSB may jointly waive any of the criteria for dual enrollment. Any student denied dual enrollment admission may appeal the decision to SCSB. The appeal must be in writing and have signatures of both the student and parents.

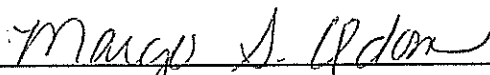
APPROVED: SUMTER COUNTY PUBLIC SCHOOLS


 _____ Richard Shirley
 Superintendent


 _____ Linda Winchester Chairperson
 Sumter County School Board


 _____ Christina J. McKinney
 Director Secondary, Career and Technical and Adult Education

APPROVED: LAKE-SUMTER COMMUNITY COLLEGE


_____ Margo Odom, Chairperson
Board of Trustees Lake-Sumter Community College


_____ Charles R. Mojock, Ed.D,
President, Lake-Sumter Community College

Appendix A

**ACADEMIC COURSE
DUAL ENROLLMENT CLASS SIZE AGREEMENT
BETWEEN
LAKE-SUMTER COMMUNITY COLLEGE
AND
SUMTER COUNTY SCHOOL SYSTEM**

This agreement between Lake-Sumter Community College (LSCC) and the Sumter County School System (SCSS) is to provide a clear understanding of the nature and support endeavor for LSCC's daytime academic program at its Sumter campus site.

The purpose of the program is to provide college level academic courses at LSCC's Sumter campus site during the daytime schedule that meets the needs of LSCC's Sumter campus site, and the SCSS for the 2010-2011 academic year (August 23, 2010 through April 25, 2011). This agreement would ensure that courses with small fee-paying enrollment would still be offered at the college site, provided that the SCSS share in the costs for high school dual enrollment students enrolled in those courses.

LSCC agrees:

1. To provide information about a schedule of course offerings at the Sumter campus so that the SCSS can inform its high school students.
2. To refrain from canceling any daytime academic courses at the Sumter campus that have dual enrolled students until the SCSS has had an opportunity to indicate its interest in having LSCC operate the courses with SCSS covering some of the costs as specified below.
3. To provide a statement, near the end of each semester, indicating the number of dual enrolled students for each course, and the associated costs to be covered by the SCSS.
4. To invoice the SCSS near the end of the fall 2010 and spring 2011 semesters to cover the fall and spring enrollments for a total annual amount not to exceed \$30,000 (Thirty thousand dollars) unless agreed upon in writing by both parties.

SCSS agrees:

1. To promptly inform LSCC before the first class meeting of its desire not to pay fees for a course so that LSCC can expedite the course cancellation process.

2. To pay fees of \$78 (seventy-eight dollars) per credit hour, per student, per course for the difference between the number of college fee-paying students and a minimum of thirteen tuition-paid students, or its equal, to ensure that LSCC has the equivalent of a minimum of thirteen tuition-paying students for each course. The President of LSCC may waive this payment in whole or in part.

Examples:

A. "Math course has thirteen fee-paying students." There would be no charge for any dual enrolled students in the course beyond the thirteen regular fee-paying students.

B. "Science course has nine regular fee-paying students." SCSS would pay the \$78 per credit hour fees for four students so that the combined fees generated for the course would equal thirteen fee-paying students per course.

3. To promptly submit payment following receipt of the invoiced statement from LSCC.

**CAREER PATHWAYS ARTICULATION AGREEMENT BETWEEN
LAKE COUNTY PUBLIC SCHOOLS
SUMTER COUNTY PUBLIC SCHOOLS
LAKE-SUMTER COMMUNITY COLLEGE**

In a continuing effort for the Lake County, Sumter County, and Lake-Sumter Community College Career Pathways Consortium to provide career opportunities for secondary school students in Career Pathways programs for transition into postsecondary institutions, Lake-Sumter Community College agrees to extend at no cost to the student (other than the application fee) college credit at Lake-Sumter Community College according to the following requirements:

I. Articulation with Lake-Sumter Community College

To articulate technical core courses taken in secondary schools to Lake-Sumter Community College, students must meet the following requirements to earn college credit:

1. The student shall be considered a Career Pathways student, defined as a student in an articulated, sequential Career & Technical program and enrolled in Level II or III courses which lead to a postsecondary certificate, A.S., A.A.S., or A.A. degree, and/or apprenticeship programs.
2. Pass the specified high school course(s) identified on the Career Pathways Program of Study within a technical program with a minimum grade of "C," pass the common assessment for the courses required, and meet the specified requirements as a Career Pathways student. If the student has not earned a "C" or better in the course(s), he/she is not eligible to take the assessment.
3. Pay the college Application for Admission Fee.
4. Meet regular college entrance requirements.
5. The student must enroll and attend Lake-Sumter Community College after high school graduation in order to receive the credit earned by assessment. Lake-Sumter Community College will award the credit up to 18 months from the time of high school graduation until the student enters the college.
6. Comply with the appropriate placement and course prerequisite requirements of the college.
7. The student must present the Career Pathways Certificate of Completion verifying the successful completion of the technical courses and assessment, or industry certification if applicable, to Lake-Sumter Community College's Admissions Office.

8. The student must be identified as having completed a Career Pathways program of study in high school.

II. Assessment and Course Equivalency:

1. The common assessment for each program area will be developed jointly by high school and Lake-Sumter Community College faculty. The assessment may be written, portfolio, performance-based or a combination thereof.
2. Faculty and staff on the technical discipline subcommittees have examined and compared the competencies within the technical courses to be articulated from the high school curriculum to the postsecondary institutions to determine the equivalency of the content.

Maximum Award of Credit:

This agreement makes it possible for a student to receive the maximum number of college or vocational credits identified in each of the Career Pathway Programs of Study toward an articulated program at Lake-Sumter Community College.

Terms of Agreement:

This agreement shall be reviewed annually and shall be in effect from July 1, 2011 until either party identifies a need for revision or terminates this agreement with thirty days written notice. Revisions to the Career Pathways articulations may be made with the approval of the Lake County, Sumter County, and Lake-Sumter Community College Career Pathways Consortium Committee.

**APPROVED:
LAKE COUNTY PUBLIC SCHOOLS**

Susan Moxley, Superintendent

Cindy Barrow, Chairperson
Lake County School Board

Maggie Teachout, Director
Career-Technical and Community Education

**APPROVED:
LAKE-SUMTER COMMUNITY COLLEGE**

Charles R Mojock, President

Margo S. Odom, Chairperson
District Board of Trustees

Mary Jo Rager, Dean
Career and Technical Programs

**APPROVED:
SUMTER COUNTY PUBLIC SCHOOLS**

Richard Shirley, Superintendent

Haydn Evans, Chairperson
Sumter County School Board

Christina J. McKinney, Director
Secondary, Career and Technical, and Adult Education

**CAREER PATHWAYS ARTICULATION
LAKE/SUMTER/LAKE-SUMTER COMMUNITY COLLEGE
CAREER PATHWAYS COURSE EQUIVALENCE**

Lake Secondary Schools

Program of Study	Course Number and Name	Credits
Accounting Operations	Computing for College and Careers	1
	Accounting Applications 1	1
	Accounting Applications 2	1

Lake-Sumter Community College

Lake-Sumter Program of Study	Course Number and Name	Hours
Business Administration, A.S.	CGS 1100 Business Computer Applications	3
Business Administration, A.A.S.	CGS 1530 Microcomputer Applications <u>or</u> CGS 1100 Business Computer Applications	3
	CTS 1101 Microsoft Windows - Introduction	1
Computer Information Technology, A.S. and A.A.S	CGS 1100 Business Computer Applications	3
Criminal Justice, A.S	CGS 1100 Business Computer Applications	3
Criminal Justice, A.A.S.	CGS 1530 Microcomputer Applications <u>or</u> CGS 1100 Business Computer Applications	3
Electrical Distribution Technology	OST 1530 Microcomputer Applications	3
Emergency Medical Services, A.S.	CGS 1530 Microcomputer Applications <u>or</u> CGS 1100 Business Computer Applications	3
Fire Science, A.A.S.	CGS 1530 Microcomputer Applications <u>or</u> CGS 1100 Business Computer Applications	3
Graphic Arts Technology, A.A.S.	OST 1743 Word Processing for College Writing	1
Health Information Management, A. S.	CGS 1100 Business Computer Applications	3
Health Information Management, A.A.S.	OST 1854 Microsoft Office-Introduction	3
Office Administration: Office Management Specialization, A.A.S.	APA 1002 Small Business Accounting	3
	OST 1100 Keyboarding and Document Formatting	3
	OST 1854 Microsoft Office-Introduction	3
	CTS 1101 Microsoft Windows - Introduction	1
Office Administration: Medical Office Management Specialization, A.A.S.	OST 1100 Keyboarding and Document Formatting	3
	OST 1854 Microsoft Office-Introduction	1
	CTS 1101 Microsoft Windows - Introduction	1
Office Administration: Legal Office Specialization, A.A.S.	OST 1100 Keyboarding and Document Formatting	3
	OST 1854 Microsoft Office-Introduction	1
	APA 1002 Small Business Accounting	3

Computer Programming Technical Certificate Program	CGS 1100 Business Computer Applications	3
Electrical Distribution Technology	CGS 1530 Microcomputer Applications	3
Information Technology Analysis, Technical Certificate	CGS 1100 Business Computer Applications	3
A. A. Degree	APA 1002 Small Business Accounting OST 1100 Keyboarding and Document Formatting OST 1854 Microsoft Office-Introduction or CGS 1530 Microcomputer Applications or CGS 1100 Business Computer Applications OST 1743 Word Processing for College Writing CTS 1101 Microsoft Windows – Introduction	3 3 3 1 1

1. A Career Pathways student must pass the specified high school courses identified on the Career Pathways Program of Study section within a technical program with a minimum grade of "C," pass the common assessment for the courses required, and meet the specified requirements as a Career Pathways student. If the student does not have a "C" or better in the courses(s), he/she is not eligible to take the assessment.
2. The common assessment for each program area will be developed jointly by the high schools and Lake-Sumter Community College. The assessment may be written, portfolio, performance-based or a combination of all.

**CAREER PATHWAYS ARTICULATION
LAKE/SUMTER/LAKE-SUMTER COMMUNITY COLLEGE
CAREER PATHWAYS COURSE EQUIVALENCE**

Lake and Sumter Secondary Schools

Program of Study	Course Number and Name	Credits
Business Computer Programming	Computing for College and Careers	1
	Business Computer Programming 1	1
	Business Computer Programming 2	1

Lake-Sumter Community College

Lake-Sumter Program of Study	Course Number and Name	Hours
Business Administration, A.S.	CGS 1100 Business Computer Applications	3
Business Administration, A.A.S.	CGS 1530 Microcomputer Applications <u>or</u>	3
	CGS 1100 Business Computer Applications	3
	OST 1100 Keyboarding and Document Formatting	3
	CTS 1101 Microsoft Windows - Introduction	1
Computer Information Technology, A.S. and A.A.S.	CGS 1100 Business Computer Applications	3
	COP 1000 Introduction to Programming	3
Criminal Justice, A.S.	CGS 1100 Business Computer Applications	3
Criminal Justice, A.A.S.	CGS 1530 Microcomputer Applications <u>or</u> CGS 1100 Business Computer Applications	3
Electrical Distribution Technology	OST 1530 Microcomputer Applications	3
Emergency Medical Services, A.S.	CGS 1530 Microcomputer Applications <u>or</u>	3
	CGS 1100 Business Computer Applications	3
Fire Science, A.A.S.	CGS 1530 Microcomputer Applications <u>or</u>	3
	CGS 1100 Business Computer Applications	3
Graphic Arts Technology, A.A.S.	OST 1743 Word Processing for College Writing	1
Health Information Management, A.S.	CGS 1100 Business Computer Applications	3
Health Information Management, A.A.S.	OST 1854 Microsoft Office-Introduction	3
Office Administration: Medical Office Management Specialization, A.A.S.	OST 1100 Keyboarding and Document Formatting	3
	OST 1854 Microsoft Office - Introduction	3
	CTS 1101 Microsoft Windows - Introduction	1

Office Administration: Office Management Specialization, A.A.S.	OST 1100 Keyboarding and Document Formatting	3
	OST 1854 Microsoft Office-Introduction	3
	CTS 1101 Microsoft Windows - Introduction	1
Office Administration: Legal Office Specialization, A.A.S.	OST 1100 Keyboarding and Document Formatting	3
	OST 1854 Microsoft Office-Introduction	3
Computer Programming Technical Certificate Program	CGS 1100 Business Computer Applications	3
Electrical Distribution Technology	CGS 1530 Microcomputer Applications	3
Information Technology Analysis, Technical Certificate Program	CGS 1530 Microcomputer Applications <u>or</u>	3
	CGS 1100 Business Computer Applications	3
	COP 1000 Introduction to Programming	3
Medical Office Management, Technical Certificate Program	OST 1100 Keyboarding and Document Formatting	3
	OST 1854 Microsoft Office – Introduction	3
A. A. Degree	CGS 1530 Microcomputer Applications <u>or</u>	3
	CGS 1100 Business Computer Applications	3
	COP 1000 Introduction to Programming	3
	COP 1171 Computer Programming-Visual Basic	3
	OST 1100 Keyboarding and Document Formatting	3
	OST 1743 Word Processing for College Writing	1
	CTS 1101 Microsoft Windows – Introduction	1

1. A Career Pathways student must pass the specified high school courses identified on the Career Pathways Program of Study section within a technical program with a minimum grade of "C," pass the common assessment for the courses required, and meet the specified requirements as a Career Pathways student. If the student does not have a "C" or better in the courses(s), he/she is not eligible to take the assessment.
2. The common assessment for each program area will be developed jointly by the high schools and Lake-Sumter Community College. The assessment may be written, portfolio, performance-based or a combination of all.

**TECH PREP/CAREER PATHWAYS ARTICULATION
SUMTER/LAKE-SUMTER COMMUNITY COLLEGE
TECH PREP/CAREER PATHWAYS COURSE EQUIVALENCE**

Sumter Secondary Schools

Program of Study	Course Number and Name	Credits
Communications Technology	Communications Technology I	1
	Communications Technology II	1
	Communications Technology III	1

Lake-Sumter Community College

Lake-Sumter Program of Study	Course Number and Name	Hours
Graphic Art Technology, A.A.S.	GRA 1190 C Introduction to Graphic Design	3
	OST 1743 Word Processing for College Writing	1
A. A. Degree	GRA 1190 C Introduction to Graphic Design	3
	OST 1743 Word Processing for College Writing	1

1. A Career Pathways student must pass the specified high school courses identified on the Career Pathways Program of Study section within a technical program with a minimum grade of "C," pass the common assessment for the courses required, and meet the specified requirements as a Career Pathways student. If the student does not have a "C" or better in the courses, he/she is not eligible to take the assessment.
2. The common assessment for each program area will be developed jointly by the high schools and Lake-Sumter Community College. The assessment may be written, portfolio, performance-based or a combination of all.

**CAREER PATHWAYS ARTICULATION
LAKE/SUMTER/LAKE-SUMTER COMMUNITY COLLEGE
CAREER PATHWAYS COURSE EQUIVALENCE**

Lake and Sumter Secondary Schools

Program of Study	Course Number and Name	Credits
Administrative Assistant	Computing for College and Careers	1
	Administrative Office Technology 1	1
	Business Software Applications 1	1

Lake-Sumter Community College

Lake-Sumter Program of Study	Course Number and Name	Hours
Business Administration, A.S.	CGS 1100 Business Computer Applications	3
Business Administration, A.A.S.	CGS 1530 Microcomputer Applications or CGS 1100 Business Computer Applications	3
	CTS 1101 Microsoft Windows - Introduction	1
Computer Information Administrator, A.S. and A.A.S.	CGS 1100 Business Computer Applications	3
Criminal Justice, A.S.	CGS 1100 Business Computer Applications	3
Criminal Justice, A.A.S.	CGS 1530 Microcomputer Applications or CGS 1100 Business Computer Applications	3
Electrical Distribution Technology	OST 1530 Microcomputer Applications	3
Emergency Medical Services, A.S.	CGS 1530 Microcomputer Applications or CGS 1100 Business Computer Applications	3
Fire Science, A.A.S.	CGS 1530 Microcomputer Applications or CGS 1100 Business Computer Applications	3
Graphic Arts Technology, A.A.S.	OST 1743 Word Processing for College Writing	1
Health Information Management, A.S.	CGS 1100 Business Computer Applications	3
Health Information Management, A.A.S.	OST 1854 Microsoft Office-Introduction	3
Office Administration: Medical Office Management Specialization, A.A.S.	OST 1100 Keyboarding and Document Formatting	3
	CTS 1101 Microsoft Windows – Introduction	1
	OST 1854 Microsoft Office-Introduction	3
Office Administration: Office Management Specialization, A.A.S.	OST 1100 Keyboarding and Document Formatting	3
	OST 1110 Advanced Document Formatting	3
	OST 1854 Microsoft Office-Introduction	3
	CTS 1101 Microsoft Windows - Introduction	1

Office Administration: Legal Office Specialization, A.A.S.	OST 1100 Keyboarding and Document Formatting	3
	CTS 1101 Microsoft Windows – Introduction	1
	OST 1854 Microsoft Office-Introduction	3
Computer Programming Technical Certificate Program	CGS 1100 Business Computer Applications	3
Electrical Distribution Technology	CGS 1530 Microcomputer Applications	3
Information Technology Analysis, Technical Certificate Program	CGS 1530 Microcomputer Applications or OST 1854 Microsoft Office-Introduction	3
Medical Office Management, Technical Certificate Program	OST 1100 Keyboarding and Document Formatting	3
	OST 1854 Microsoft Office – Introduction	3
A. A. Degree	OST 1100 Keyboarding and Document Formatting	3
	OST 1854 Microsoft Office-Introduction or	3
	CGS 1530 Microcomputer Applications or	
	CGS 1100 Business Computer Applications	
	OST 1743 Word Processing for College Writing	1
	CTS 1101 Microsoft Windows – Introduction	1

1. A Career Pathways student must pass the specified high school courses identified on the Career Pathways Program of Study section within a technical program with a minimum grade of "C," pass the common assessment for the courses required, and meet the specified requirements as a Career Pathways student. If the student does not have a "C" or better in the courses(s), he/she is not eligible to take the assessment.
2. The common assessment for each program area will be developed jointly by the high schools and Lake-Sumter Community College. The assessment may be written, portfolio, performance-based or a combination of all.

**CAREER PATHWAYS ARTICULATION
LAKE/SUMTER/LAKE-SUMTER COMMUNITY COLLEGE
CAREER PATHWAYS COURSE EQUIVALENCE**

Lake and Sumter Secondary Schools

Program of Study	Course Number and Name	Credits
Business Supervision and Management	Computing for College and Careers	1
	Business and Entrepreneurial Principles	1
	Legal Aspects of Business	1

Lake-Sumter Community College

Lake-Sumter Program of Study	Course Number and Name	Hours
Business Administration, A.S.	CGS 1100 Business Computer Applications	3
Business Administration, A.A.S.	BUL 2241 Business Law	3
	CGS 1530 Microcomputer Applications <u>or</u>	3
	CGS 1100 Business Computer Applications	1
	CTS 1101 Microsoft Windows - Introduction	3
Computer Information Technology, A.S. and A.A.S.	OST 1100 Keyboarding and Document Formatting	3
	CGS 1100 Business Computer Applications	3
Criminal Justice, A.S	CGS 1100 Business Computer Applications	3
Criminal Justice, A.A.S.	CGS 1530 Microcomputer Applications <u>or</u> CGS 1100 Business Computer Applications	3
Electrical Distribution Technology	OST 1530 Microcomputer Applications	3
Emergency Medical Services, A.S.	CGS 1530 Microcomputer Applications <u>or</u> CGS 1100 Business Computer Applications	3
Fire Science, A.A.S.	CGS 1530 Microcomputer Applications <u>or</u> CGS 1100 Business Computer Applications	3
Graphic Arts Technology, A.A.S.	OST 1743 Word Processing for College Writing	1
Health Information Management, A.S.	CGS 1100 Business Computer Applications	3
Health Information Management, A.A.S.	OST 1854 Microsoft Office-Introduction	3
Office Administration: Medical Office Management Specialization, A.A.S.	OST 1100 Keyboarding and Document Formatting	3
	CTS 1101 Microsoft Windows - Introduction	1
	OST 1854 Microsoft Office-Introduction	3

Office Administration: Office Management Specialization, A.A.S.	BUL 2241 Business Law	3
	CTS 1101 Microsoft Windows - Introduction	1
	OST 1100 Keyboarding and Document Formatting	3
	OST 1854 Microsoft Office-Introduction	3
Office Administration: Legal Office Specialization, A.A.S.	OST 1100 Keyboarding and Document Formatting	3
	CTS 1101 Microsoft Windows – Introduction	1
	OST 1854 Microsoft Office-Introduction	3
Computer Programming Technical Certificate Program	CGS 1100 Business Computer Applications	3
Electrical Distribution Technology	CGS 1530 Microcomputer Applications	3
Information Technology Analysis, Technical Certificate Program	CGS 1530 Microcomputer Applications <u>or</u> CGS 1100 Business Computer Applications	3
Medical Office Management, Technical Certificate Program	OST 1100 Keyboarding and Document Formatting	3
	OST 1854 Microsoft Office-Introduction	3
A. A. Degree	BUL 2241 Business Law	3
	CTS 1101 Microsoft Windows – Introduction	1
	OST 1100 Keyboarding and Document Formatting	3
	OST 1743 Word Processing for College Writing	1
	OST 1854 Microsoft Office-Introduction <u>or</u>	3
	CGS 1530 Microcomputer Applications <u>or</u> CGS 1100 Business Computer Applications	

1. A Career Pathways student must pass the specified high school courses identified on the Career Pathways Program of Study section within a technical program with a minimum grade of "C," pass the common assessment for the courses required, and meet the specified requirements as a Career Pathways student. If the student does not have a "C" or better in the courses(s), he/she is not eligible to take the assessment.
2. The common assessment for each program area will be developed jointly by the high schools and Lake-Sumter Community College. The assessment may be written, portfolio, performance-based or a combination of all.

**CAREER PATHWAYS ARTICULATION
LAKE/SUMTER/LAKE-SUMTER COMMUNITY COLLEGE
CAREER PATHWAYS COURSE EQUIVALENCE**

Lake and Sumter Secondary Schools

Program of Study	Course Number and Name	Credits
Diversified Career Technology	Diversified Career Technology Principles	1
	Diversified Career Technology Applications	1
	Diversified Career Technology Management	1

Lake-Sumter Community College

Lake-Sumter Program of Study	Course Number and Name	Hours
Business Administration, A.S. & A.A.S.	GEB 1011 Introduction to Business	3
A. A. Degree	GEB 1011 Introduction to Business	3

1. A Career Pathways student must pass the specified high school courses identified on the Career Pathways Program of Study section within a technical program with a minimum grade of "C," pass the common assessment for the courses required, and meet the specified requirements as a Career Pathways student. If the student does not have a "C" or better in the courses(s), he/she is not eligible to take the assessment.
2. The common assessment for each program area will be developed jointly by the high schools and Lake-Sumter Community College. The assessment may be written, portfolio, performance-based or a combination of all.

**CAREER PATHWAYS ARTICULATION
LAKE/SUMTER/LAKE-SUMTER COMMUNITY COLLEGE
CAREER PATHWAYS COURSE EQUIVALENCE**

Lake and Sumter Secondary Schools

Program of Study	Course Number and Name	Credits
Allied Health Assisting	Health Science 1	1
	Health Science 2	1
	Allied Health Assisting 3	1
Nursing Assistant	Health Science 1	1
	Health Science 2	1
	Nursing Assistant 3	1

Lake-Sumter Community College

Lake-Sumter Program of Study	Course Number and Name	Hours
Health Information Management, A.S.	HSC 1000 Introduction to Healthcare	1
	HSC 1531 Medical Terminology I	2
Health Information Management, A.A.S.	HSC 1000 Introduction to Healthcare	1
	HSC 1531 Medical Terminology I	2
Nursing (A.S. Degree) RN - preferred placement	1 preferred placement point	NA
Office Administration: Medical Office Management Specialization, A.A.S.	HSC 1000 Introduction to Healthcare	1
	HSC 1531 Medical Terminology I	2
Healthcare Informatics Specialist	HSC 1000 Introduction to Healthcare	1
	HSC 1531 Medical Terminology I	2
Medical Information Coder/Biller, Certificate Program	HSC 1531 Medical Terminology I	2
Medical Office Management, Technical Certificate Program	HSC 1000 Introduction to Healthcare	1
	HSC 1531 Medical Terminology I	2
A.A. Degree	HSC 1000 Introduction to Healthcare	1
	HSC 1531 Medical Terminology I	2
	OST 1743 Word Processing for College Writing	1

1. A Career Pathways student must pass the specified high school courses identified on the Career Pathways Program of Study section within a technical program with a minimum grade of "C," pass the common assessment for the courses required, and meet the specified requirements as a Career Pathways student. If the student does not have a "C" or better in the courses(s), he/she is not eligible to take the assessment.
2. The common assessment for each program area will be developed jointly by the high schools and Lake-Sumter Community College. The assessment may be written, portfolio, performance-based or a combination of all.

**CAREER PATHWAYS ARTICULATION
LAKE/SUMTER/LAKE-SUMTER COMMUNITY COLLEGE
CAREER PATHWAYS COURSE EQUIVALENCE**

Lake and Sumter Secondary Schools

Program of Study	Course Number and Name	Credits
Commercial Art Technology	8718010 Commercial Art Technology 1	1
	8718020 Commercial Art Technology 2	1
	8718030 Commercial Art Technology 3	1

Lake-Sumter Community College

Lake-Sumter Program of Study	Course Number and Name	Hours
Graphic Arts Technology, A.A.S.	GRA 1190C Introduction to Graphic Design	3
A. A. Degree	GRA 1190C Introduction to Graphic Design	3

1. A Career Pathways student must pass the specified high school courses identified on the Career Pathways Program of Study section within a technical program with a minimum grade of "C," pass the common assessment for the courses required, and meet the specified requirements as a Career Pathways student. If the student does not have a "C" or better in the courses, he/she is not eligible to take the assessment.
2. The common assessment for each program area will be developed jointly by the high schools and Lake-Sumter Community College. The assessment may be written, portfolio, performance-based or a combination of all.

**CAREER PATHWAYS ARTICULATION
LAKE/SUMTER/LAKE-SUMTER COMMUNITY COLLEGE
CAREER PATHWAYS COURSE EQUIVALENCE**

Lake and Sumter Secondary Schools

Program of Study	Course Name	Credits
Digital Design	Computing for College and Careers	1
	Digital Design 1	1
	Digital Design 2	1

Lake-Sumter Community College

Lake-Sumter Program of Study	Course Number and Name	Hours
Business Administration, A.S.	CGS 1100 Business Computer Applications	3
Business Administration, A.A.S.	CGS 1530 Microcomputer Applications or CGS 1100 Business Computer Applications	3
	CTS 1101 Microsoft Windows - Introduction	1
	OST 1100 Keyboarding and Document Formatting	3
Computer Information, A.S. and A.A.S.	CGS 1100 Business Computer Applications	3
Criminal Justice, AS	CGS 1100 Business Computer Applications	3
Criminal Justice, A.A.S.	CGS 1530 Microcomputer Applications or CGS 1100 Business Computer Applications	3
Electrical Distribution Technology	OST 1530 Microcomputer Applications	3
Emergency Medical Services, A.S.	CGS 1530 Microcomputer Applications or CGS 1100 Business Computer Applications	3
Fire Science, A.A.S.	CGS 1530 Microcomputer Applications or CGS 1100 Business Computer Applications	3
Graphic Arts Technology, A.A.S. * Submit a portfolio and meet with the Lead Instructor for the Graphic Arts Technology Program for an interview.	OST 1743 Word Processing for College Writing	1
	GRA 1190c Introduction to Graphic Design	3
	CAP 2700 Introduction to Computer Art	3
Health Information Management, A.S.	CGS 1100 Business Computer Applications	3
Health Information Management, A.A.S.	OST 1854 Microsoft Office-Introduction	3
Office Administration: Medical Office Management Specialization, A.A.S.	OST 1100 Keyboarding and Document Formatting	3
	CTS 1101 Microsoft Windows - Introduction	1
	OST 1854 Microsoft Office-Introduction	3

Office Administration: Office Management Specialization, A.A.S.	OST 1100 Keyboarding and Document Formatting	3
	OST 1854 Microsoft Office-Introduction	3
	CTS 1101 Microsoft Windows - Introduction	1
	OST 2810 Desktop Publishing I	1
	OST 2812 Desktop Publishing II	1
Office Administration: Legal Office Specialization, A.A.S.	OST 1100 Keyboarding and Document Formatting	3
	CTS 1101 Microsoft Windows - Introduction	1
	OST 1854 Microsoft Office-Introduction	3
Computer Programming Technical Certificate Program	CGS 1100 Business Computer Applications	3
Electrical Distribution Technology	CGS 1530 Microcomputer Applications	3
Information Technology Analysis, Technical Certificate Program	CGS 1530 Microcomputer Applications <u>or</u>	3
	CGS 1100 Business Computer Applications	
Medical Office Management, Technical Certificate Program	OST 1100 Keyboarding and Document Formatting	3
	OST 1854 Microsoft Office-Introduction	3
A. A. Degree	OST 1100 Keyboarding and Document Formatting	3
	OST 1854 Microsoft Office-Introduction <u>or</u>	
	CGS 1530 Microcomputer Applications <u>or</u>	
	CGS 1100 Business Computer Applications	3
	OST 1743 Word Processing for College Writing	3
	OST 2810 Desktop Publishing I	1
	OST 2812 Desktop Publishing II	1
CTS 1101 Microsoft Windows – Introduction	1	

1. A Career Pathways student must pass the specified high school courses identified on the Career Pathways Program of Study section within a technical program with a minimum grade of "C" pass the common assessment for the courses required, and meet the specified requirements as a Career Pathways student. If the student does not have a "C" or better in the courses(s), he/she is not eligible to take the assessment.
2. The common assessment for each program area will be developed jointly by the high schools and Lake-Sumter Community College. The assessment may be written, portfolio, performance-based or a combination of all.

**CAREER PATHWAYS ARTICULATION
LAKE/SUMTER/LAKE-SUMTER COMMUNITY COLLEGE
CAREER PATHWAYS COURSE EQUIVALENCE**

Lake and Sumter Secondary Schools

Program of Study	Course Number and Name	Credits
Early Childhood Education	Early Childhood Education 1	1
	Early Childhood Education 2	1
	Early Childhood Education 3	1

Lake-Sumter Community College

Lake-Sumter Program of Study	Course Number and Name	Hours
Early Childhood Education, Child Development Center Management Specialization, A.S. and A.A.S.	EEC 2001 Introduction to Early Childhood Education	3
Early Childhood Education, Preschool Specialization, A.S. and A.A.S.	EEC 2001 Introduction to Early Childhood Education	3
A.A. degree bridging to 2+2 Early Childhood Education B.A.	EEC 2001 Introduction to Early Childhood Education	3

1. A Career Pathways student must pass the specified high school courses identified on the Career Pathways Program of Study section within a technical program with a minimum grade of "C," pass the common assessment for the courses required, and meet the specified requirements as a Career Pathways student. If the student does not have a "C" or better in the courses(s), he/she is not eligible to take the assessment.
2. The common assessment for each program area will be developed jointly by Lake Technical Center and Lake-Sumter Community College. The assessment may be written, portfolio, performance-based or a combination of all.

**CAREER PATHWAYS ARTICULATION
LAKE/LAKE-SUMTER COMMUNITY COLLEGE
CAREER PATHWAYS COURSE EQUIVALENCE**

Lake Secondary Courses

Program of Study	Course Name	Credits
New Media Technology	Computing for College and Careers	1
	New Media and Digital Imaging Fundamentals	1
	Digital Video & Sound Fundamentals	1

Lake-Sumter Community College

Lake-Sumter Program of Study	Course Number and Name	Hours
Business Administration, A.S.	CGS 1100 Business Computer Applications	3
Business Administration, A.A.S.	CGS 1530 Microcomputer Applications or CGS 1100 Business Computer Applications	3
	CTS 1101 Microsoft Windows - Introduction	1
	OST 1100 Keyboarding and Document Formatting	3
Computer Information Technology, A.S. and A.A.S.	CGS 1100 Business Computer Applications	3
	CTS 1831 Web Authoring I	3
Criminal Justice, A.S.	CGS 1100 Business Computer Applications	3
Criminal Justice, A.A.S.	CGS 1530 Microcomputer Applications or CGS 1100 Business Computer Applications	3
Electrical Distribution Technology	OST 1530 Microcomputer Applications	3
Emergency Medical Services, A.S.	CGS 1530 Microcomputer Applications or CGS 1100 Business Computer Applications	3
Fire Science, A.A.S.	CGS 1530 Microcomputer Applications or CGS 1100 Business Computer Applications	3
Graphic Arts Technology, A.A.S.	OST 1743 Word Processing for College Writing	1
Health Information Management, A.S.	CGS 1100 Business Computer Applications	3
Health Information Management, A.A.S.	OST 1854 Microsoft Office-Introduction	3
Office Administration: Medical Office Management Specialization, A.A.S.	OST 1100 Keyboarding and Document Formatting	3
	CTS 1101 Microsoft Windows - Introduction	1
	OST 1854 Microsoft Office-Introduction	3
Office Administration: Office Management Specialization, A.A.S.	OST 1100 Keyboarding and Document Formatting	3
	OST 1854 Microsoft Office-Introduction	3
	CTS 1101 Microsoft Windows – Introduction	1
	CTS 1831 Web Authoring I	3
	OST 2810 Desktop Publishing I	1

Computer Programming Technical Certificate Program	CGS 1100 Business Computer Applications	3
Electrical Distribution Technology	CGS 1530 Microcomputer Applications	3
Information Technology Analysis, Technical Certificate	CGS 1100 Business Computer Applications	3
Office Administration: Legal Office Specialization, A.A.S.	OST 1100 Keyboarding and Document Formatting	3
	CTS 1101 Microsoft Windows - Introduction	1
	OST 1854 Microsoft Office-Introduction	3
Medical Office Management, Technical Certificate	CGS 1100 Business Computer Applications	3
	OST 1854 Microsoft Office-Introduction	3
A. A. Degree	OST 1100 Keyboarding and Document Formatting	3
	OST 1854 Microsoft Office-Introduction <u>or</u>	
	CGS 1100 Business Computer Applications	
	OST 1743 Word Processing for College Writing	1
	CTS 1831 Web Authoring I	3
	CTS 1101 Microsoft Windows – Introduction	1

1. A Career Pathways student must pass the specified high school courses identified on the Career Pathways Program of Study section within a technical program with a minimum grade of "C," pass the common assessment for the courses required, and meet the specified requirements as a Career Pathways student. If the student does not have a "C" or better in the courses(s), he/she is not eligible to take the assessment.
2. The common assessment for each program area will be developed jointly by the high schools and Lake-Sumter Community College. The assessment may be written, portfolio, performance-based or a combination of all.

**CAREER PATHWAYS ARTICULATION
LAKE/SUMTER/LAKE-SUMTER COMMUNITY COLLEGE
CAREER PATHWAYS COURSE EQUIVALENCE**

Lake and Sumter Secondary Schools

Program of Study	Course Number and Name	Credits
Television Production	Television Production 1	1
	Television Production 2	1
	Television Production 3	1

Lake-Sumter Community College

Lake-Sumter Program of Study	Course Number and Name	Hours
Graphic Arts Technology, A.A.S.	GRA 1191C Computer Layout Design I	3
	OST 1743 Word Processing for College Writing	1
A.A. Degree	OST 1743 Word Processing for College Writing	1

1. A Career Pathways student must pass the specified high school courses identified on the Career Pathways Program of Study section within a technical program with a minimum grade of "C," pass the common assessment for the courses required, and meet the specified requirements as a Career Pathways student. If the student does not have a "C" or better in the courses(s), he/she is not eligible to take the assessment.
2. The common assessment for each program area will be developed jointly by the high schools and Lake-Sumter Community College. The assessment may be written, portfolio, performance-based or a combination of all.

**CAREER PATHWAYS ARTICULATION
LAKE/SUMTER/LAKE-SUMTER COMMUNITY COLLEGE
CAREER PATHWAYS COURSE EQUIVALENCE**

Lake and Sumter Secondary Schools

Program of Study	Course Number and Name	Credits
Marketing	Marketing Essentials	1
	Marketing Applications	1
	Marketing Management	1

Lake-Sumter Community College

Lake-Sumter Program of Study	Course Number and Name	Hours
Business Administration, A.S. & A.A.S.	MAR 2011 Principles of Marketing	3
A.A. Degree	MAR 2011 Principles of Marketing	3

1. A Career Pathways student must pass the specified high school courses identified on the Career Pathways Program of Study section within a technical program with a minimum grade of "C," pass the common assessment for the courses required, and meet the specified requirements as a Career Pathways student. If the student does not have a "C" or better in the courses(s), he/she is not eligible to take the assessment.
2. The common assessment for each program area will be developed jointly by the high schools and Lake-Sumter Community College. The assessment may be written, portfolio, performance-based or a combination of all.

**CAREER PATHWAYS ARTICULATION
SUMTER/LAKE-SUMTER COMMUNITY COLLEGE
CAREER PATHWAYS COURSE EQUIVALENCE**

Sumter Secondary Courses

Program of Study	Course Name	Credits
Public Service	Criminal Justice 1	1
	Criminal Justice 2	1
	Criminal Justice 3	1

Lake-Sumter Community College Courses

Lake-Sumter Program of Study	Course Number and Name	Hours
Criminal Justice Technology, A.S.	CCJ 1020 Introduction to Criminal Justice	3
	CJE 1002 Introduction to Law Enforcement	3
	CJE 2600 Criminal Investigation	3
Criminal Justice Technology, A.A.S.	CCJ 1020 Introduction to Criminal Justice	3
	CJE 1002 Introduction to Law Enforcement	3
	CJE 2600 Criminal Investigation	3
A. A. Degree	CCJ 1020 Introduction to Criminal Justice	3
	CJE 1002 Introduction to Law Enforcement	3
	CJE 2600 Criminal Investigation	3

1. A Career Pathways student must pass the specified high school courses identified on the Career Pathways Program of Study section within a technical program with a minimum grade of "C," pass the common assessment for the courses required, and meet the specified requirements as a Career Pathways student. If the student does not have a "C" or better in the courses(s), he/she is not eligible to take the assessment.
2. The common assessment for each program area will be developed jointly by the high schools and Lake-Sumter Community College. The assessment may be written, portfolio, performance-based or a combination of all.