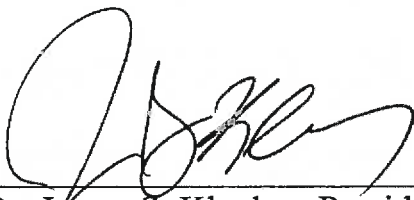


**HAGERSTOWN COMMUNITY COLLEGE
WAYNESBORO AREA HIGH SCHOOL**

ARTICULATION AGREEMENT

ACADEMIC YEARS 2022-2023

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



Dr. James S. Klauber, President
Hagerstown Community College

Date: 2/8/2022



Dr. Tod F. Kline, Superintendent
Waynesboro Area High School

Date: 2/19/22

**HAGERSTOWN COMMUNITY COLLEGE
WAYNESBORO AREA HIGH SCHOOL**

ARTICULATION AGREEMENT

Introduction

General Requirements and Procedures

Faculty and staff from Waynesboro Area High School and Hagerstown Community College have cooperatively developed course and program articulation requirements and procedures.

In order to receive articulated credits, graduates of Waynesboro Area High School must be enrolled at Hagerstown Community College as students in good standing, and meet course and program requirements as stated in this document. Additionally, students must submit an Articulation Certification form, signed by a high school program faculty member and guidance counselor. Forms are available at every high school, and at Hagerstown Community College. A list of specific procedures follows this Introduction.

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

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

Transfer of Articulated Credit

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

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

Articulation Procedures
Hagerstown Community College (HCC) and
Waynesboro Area High School (WAHS)

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

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

STUDENT

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

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

WAYNESBORO AREA HIGH SCHOOL COURSE OR PROGRAM OF STUDY	HCC PROGRAM(S)	REQUIREMENTS TO BE MET	CREDITS ELIGIBLE FOR ARTICULATION	HCC DIVISION
Accounting I and Advanced Accounting	Accounting and Business (AAS) and various majors in which ACC 101 is required.	<ul style="list-style-type: none"> • Completion of WASHS Accounting I and Advanced Accounting with a minimum grade of 80% in each course; <u>and</u> • Completion of HCC Challenge Exam for ACC 101 with a minimum grade of 70%. • Application for articulated credit within 15 months of high school graduation. 	3 (ACC 101) Principals of Accounting I	BSSB
B781 Entrepreneurship	Small Business Management	<ul style="list-style-type: none"> • Completion of WASHS Entrepreneurship with a minimum grade of 80% • Completion of HCC Challenge Exam for MGT 214 with a minimum grade of 70%. 	3 (MGT 214) Small Business Management	BSSB
B731 Business Law	Legal Environment of Business	<ul style="list-style-type: none"> • Completion of WASHS Business Law with a minimum grade of 80%. • Completion of HCC Challenge Exam for BUS 104 with a minimum grade of 70% 	3 (BUS 104) Legal Environment of Business	BSSB
B783 Money Banking and Finance	Business Administration (AS)	<ul style="list-style-type: none"> • Completion of WASHS Money, Banking and Finance with a minimum grade of 80%. • Completion of HCC Challenge Exam for MGT 105 with a minimum grade of 70%. 	3 (MGT 105) Personal Finance	BSSB
B784 Intro to Video Game Design	Simulation and Digital Entertainment	<ul style="list-style-type: none"> • 85% minimum grade • Evaluate student final project by HCC instructor according to evaluation sheet. 	3 (SDE 104) Game Programming I	TCS