



MEMORANDUM OF UNDERSTANDING
BETWEEN
HAGERSTOWN COMMUNITY COLLEGE
and
INDEPENDENT ELECTRICAL CONTRACTORS CHESAPEAKE

I. PURPOSE

This memorandum of understanding is made this October 31, 2023 by and between Hagerstown Community College ("HCC") and Independent Electrical Contractors Chesapeake ("IEC"), who together are collectively referred to as the "parties".

Hagerstown Community College is a regionally accredited community college located in Hagerstown, Maryland. HCC offers associate degrees, certificates, and workforce development training. HCC is accredited by the Middle States Commission on Higher Education and is a Maryland State supported institution.

Independent Electrical Contractors Chesapeake is a national association representing electrical contractors within the U.S. construction industry. The core purpose of IEC is to advance and defend the principles of the merit shop in the construction industry and to provide members and their employees with an opportunity to succeed.

HCC and IEC recognize the programs offered by the other and desire to establish their understanding regarding the transfer and applicability of coursework and technical experience from one institution to the other. To that end, the parties enter into this understanding.

II. COURSE OF ACTION

Students who successfully complete the **Electrical Registered Apprenticeship program** at IEC, and who have received the corresponding industry-recognized technical license or certification may be awarded up to 30 credits at HCC to be applied toward **the Associate of Applied Science in Technical Studies Degree**. The credits to be awarded are as follows:



Restricted Electives (may be earned via apprenticeship, internship, other recognized training program, prior learning assessment, articulation agreement, or approved classes taken at HCC): **15 credits**

Program Course Credits - 15 credits from the following:

ELE 110 – Fundamentals of Electricity	4 credits
ELE 158 – Circuits, Schematics, and Test Equipment	3 credits
ELE 204 – Electrical Machines	3 credits
INT 120 – Introduction to OSHA	1 credit*
INT 121 – Facility Codes and Compliance	2 credits
ELE 269 – Internship I	2 credits

Official documentation of the student's credential and official "transcript" showing successful completion of the Electrical Program of Study at IEC are required for credit to be awarded.

*HCC can award the 1-credit but not the government-issued OSHA card unless the course is taken at HCC.

ADMISSION REQUIREMENTS

IEC **Electrical Registered Apprenticeship** students seeking admission to the A.A.S. in Technical Studies must meet with the Director of Admissions at HCC and complete the application for admission. In addition, students must complete all admission requirements, including submission of transcripts and placement information. HCC will assess the high school diploma (or equivalent) of applicants wishing to enter the program and place them into courses on the basis of their placement test scores, academic background and demonstrated experience in specific courses. Applicants are required to participate in the HCC admission process to be considered for the A.A.S. in Technical Studies.

HCC Admission Requirements:

- Contact the Director of Admission for application materials;
- Enroll in the A.A.S. in Technical Studies Degree Program;
- Submit application materials for evaluation;
- Meet requirements for admission (outlined above), and be accepted.



III. ACADEMIC PROGRAM CURRICULUM

IEC's **Electrical Registered Apprenticeship** curriculum will be provided to HCC for review every five years, or when any curriculum changes have been made.

Students awarded articulated credits under this agreement will not be charged tuition for these credits. *Articulated credits are generally awarded after students have completed 15 credit hours with HCC.*

IV. REVIEW

The articulation shall become effective when it has been signed on behalf of HCC and IEC. A review of the articulation agreement shall be conducted by HCC every five years.

Dawn Schoenenberger

Dawn Schoenenberger
Interim Vice President for Academic Affairs and Student Services
Hagerstown Community College

11/21/23

Date

Grant Shmelzer

Grant Shmelzer
Chief Executive Officer
Independent Electrical Contractors Chesapeake

11/20/23

Date