CTE (Career Technical Education) Transitions Program

Yuba College

1

Request to Articulate

Submitted by High School/ROP Instructor

Complete CTE Articulation/Credit by Examination Agreement form and submit to Outreach & CTE Transitions Office along with a copy of the course outline, textbook/software information, and **final exam**.

2

 Request to Articulate is Forwarded to Yuba College Faculty

CTE Articulation documents are forwarded to the appropriate Yuba College faculty for review.

3

Request to Articulate is Reviewed

Yuba College faculty review submitted documents.

4

Status of Agreement

Yuba College faculty decide the status. If approved, Yuba College faculty stipulate credit by examination criteria. If pending, Yuba College faculty recommend changes to be made. If denied, the reason for denial is stated.

Agreements are Returned to the Outreach & CTE Transitions Office

All documentation is returned for further processing. Documents are forwarded to the Yuba College Articulation Officer, the Vice President, for signatures.

6

 High School/ROP Instructor is Informed of the Decision

An e-mail or letter is sent to the instructor regarding the status of the agreement. Approved agreements go into effect and letters of approval are sent to the high School/ROP instructor, Principal and ROP Director (if applicable).

CONTACT INFORMATION:

Inderjit Deol

Outreach and Recruitment Specialist

ideol@yccd.edu ctetransitions@yccd.edu

Phone: (530) 741-6588 Fax: (530) 749-3867