



## Memorandum of Understanding for Dual Credit

*Ivy Tech Community College - Central Indiana*

2018-2019 Academic Year

Ivy Tech Community College-Central Indiana and Central Nine Career Center agree to provide opportunities for students to earn dual credit.

A student concurrently enrolled at Ivy Tech and Central Nine Career Center may earn Ivy Tech college credit and the high school credit in the semester culminating in the mastery of the subject matter. No tuition is charged to the student enrolling in traditional dual credit courses taught at Central Nine Career Center by the high school/career center instructor(s).

**The following procedures have been established for and will be followed for this dual credit agreement in accordance with the rules set forth by the Indiana Commission on Higher Education:**

### Faculty Credentials

- The credentials of the high school instructor(s) have been reviewed by Ivy Tech faculty and meet the requirements of Ivy Tech Community College for teaching the college course.

### Course Information

- **Course Content** - Ivy Tech and high school faculty will work together to ensure that the named high school course meets Ivy Tech requirements and standards regarding course content (syllabi, learning objectives, textbooks, assignments, laboratory equipment, and examinations), completion of enrollment forms and posting of grades.

*For all dual credit courses, the syllabi must be identical to the Ivy Tech syllabi and the final examination must be identical to that of the Ivy Tech course.*

- **Student Readiness** - Students must meet the identified, individual course pre-requisites prior to registering for dual enrollment courses.
- **Grades** - Students will be awarded the same grade for the Ivy Tech course as the high school or career center course. Students earning an "A", "B", or "C" will earn Ivy Tech college credit. Students earning a "D" or an "F" will not earn college credit and should be dropped from the course. The grades will be posted electronically by the high school/career center faculty. *If a test is required for certification in the subject area, the student must take and pass the certification test in order to receive college credit.*

- **Transcripts** - Students must be aware that dual credit coursework is transcribed as Ivy Tech Community College credit. Students wishing to transfer their Ivy Tech dual credit to another institution must request their Ivy Tech transcript be sent to that school. It is at the discretion of that receiving institution to determine the transfer of credits.

### Professional Development

- As part of the dual credit agreement, high school staff and faculty are expected to attend professional development opportunities provided by Ivy Tech Community College throughout the school year.

I agree that the above procedures have been established for Central Nine Career Center and will be followed for this dual credit agreement in accordance with the rules set forth by the Indiana Commission for Higher Education.

  
Nicole Otte (Dec 10, 2018)

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Dr. Frank Moman  
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Michael T. Quaranta (Dec 7, 2018)

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Please review the following list of active dual credit courses at Central Nine Career Center:

High School Course Information	Ivy Tech Course Information
5510 - Automotive Services Technology I Instructor: Andrice Tucker	AUTI 100 - Basic Automotive Service Program Chair: Ron Finney
5546 - Automotive Services Technology II Instructor: Steve Owen	AUTI 111 - Electrical Systems I Program Chair: Ron Finney
5510 - Automotive Services Technology I Instructor: Andrice Tucker	AUTI 121 - Brake Systems Program Chair: Ron Finney
5510 - Automotive Services Technology I Instructor: Andrice Tucker	AUTI 122 - Steering and Suspension Systems Program Chair: Ron Finney
5546 - Automotive Services Technology II Instructor: Steve Owen	AUTI 131 - Engine Performance Systems I Program Chair: Ron Finney
5510 - Automotive Services Technology I Instructor: Andrice Tucker	AUTI 141 - Engine Fundamentals and Repair Program Chair: Ron Finney
5510 - Automotive Services Technology I Instructor: Andrice Tucker	AUTI 145 - Driveline Service Program Chair: Ron Finney
5580 - Construction Trades I Instructor: Francis (Frank) Wormann	BCTI 100 - Intro to Construction Technology Program Chair: Lucas Howard
5580 - Construction Trades I Instructor: Francis (Frank) Wormann	BCTI 101 - Intro to Carpentry, Part 1 Program Chair: Lucas Howard
5282 - Health Science Education I Instructor: Renae Bomar	HLHS 100 - Introduction to Health Careers Program Chair: Terri Fleming
5282 - Health Science Education I Instructor: Pam Ribelin	HLHS 100 - Introduction to Health Careers Program Chair: Terri Fleming
5282 - Health Science Education I Instructor: Mark Rund	HLHS 100 - Introduction to Health Careers Program Chair: Terri Fleming
5274 - Medical Terminology Instructor: Pam Ribelin	HLHS 101 - Medical Terminology Program Chair: Terri Fleming
5274 - Medical Terminology Instructor: Mark Rund	HLHS 101 - Medical Terminology Program Chair: Terri Fleming
5282 - Health Science Education I Instructor: Pam Ribelin	HLHS 102 - Essentials of Anatomy and Physiology Program Chair: Terri Fleming
5282 - Health Science Education I Instructor: Mark Rund	HLHS 102 - Essentials of Anatomy and Physiology Program Chair: Terri Fleming
5284 - Health Science Education II: Nursing Instructor: Pat Lawton	HLHS 107 - CNA Preparation (5 credits) Program Chair: Terri Fleming
5440 - Culinary Arts and Hospitality I Instructor: Heather DeRudder	HOSP 101 - Sanitation and First Aid Program Chair: Jeff Bricker
5440 - Culinary Arts and Hospitality I Instructor: Brian Mendenhall	HOSP 102 - Basic Food Theory and Skills Program Chair: Jeff Bricker
5346 - Culinary Arts and Advanced Hospitality II: Culinary Instructor: Clint Smith	HOSP 104 - Nutrition Program Chair: Jeff Bricker
5346 - Culinary Arts and Advanced Hospitality II: Culinary Instructor: Clint Smith	HOSP 105 - Introduction to Baking Program Chair: Jeff Bricker
5440 - Culinary Arts and Hospitality I Instructor: Clint Smith	HOSP 114 - Introduction to Hospitality Program Chair: Jeff Bricker
5820 - Fire and Rescue I Instructor: DeWayne Tiemeyer	HSPS 106 - Fire Suppression Program Chair: David Crisler

5820 - Fire and Rescue I Instructor: DeWayne Tiemeyer	HSPS 121 - Hazmat Awareness and Operations Program Chair: David Crisler
5820 - Fire and Rescue I Instructor: DeWayne Tiemeyer	HSPS 165 - Fire Fighter I Program Chair: David Crisler
5820 - Fire and Rescue I Instructor: DeWayne Tiemeyer	HSPS 167 - Fire Fighter II Program Chair: David Crisler
5210 - Emergency Medical Services Instructor: Pam Moore	HSPS 125 - Emergency Medical Responder Program Chair: David Crisler
5210 - Emergency Medical Services Instructor: Julia Zimmer	HSPS 125 - Emergency Medical Responder Program Chair: David Crisler
5210 - Emergency Medical Services Instructor: Pam Moore	PARM 102 - EMT Basic Training (7.5 credits) Program Chair: David Crisler
5210 - Emergency Medical Services Instructor: Julia Zimmer	PARM 102 - EMT Basic Training (7.5 credits) Program Chair: David Crisler
5496 - Construction Trades: HVAC I Instructor: Alvin Bible	HVAC 101 - Heating Fundamentals Program Chair: Jerry Alderman
5496 - Construction Trades: HVAC I Instructor: Alvin Bible	HVAC 103 - Refrigeration I Program Chair: Jerry Alderman
5498 - Construction Trades: HVAC II Instructor: Alvin Bible	HVAC 107 - Duct Fabrication and Installation Program Chair: Jerry Alderman
4086 - Visual Communication Instructor: Robert Briones	VISC 102 - Fundamentals of Imaging Program Chair: John Perez
5550 - Graphic Design and Layout Instructor: Robert Briones	VISC 115 - Introduction to Computer Graphics Program Chair: John Perez
5776 - Welding Technology I Instructor: Jason Wiley	WELD 100 - Welding Process Program Chair: Charles David House
5776 - Welding Technology I Instructor: Jason Wiley	WELD 108 - Shielded Metal Arc Welding Program Chair: Charles David House
5778 - Welding Technology II Instructor: Jason Wiley	WELD 207 - Gas Metal Arc (MIG) Welding Program Chair: Charles David House
5778 - Welding Technology II Instructor: Jason Wiley	WELD 208 - Gas Tungsten Arc Welding Program Chair: Charles David House