

**Articulation Agreement
 Kentucky Department of Education
 Office of Career & Technical Education
 Family and Consumer Sciences & Business and Marketing
 And
 Western Kentucky University**

The Kentucky Department of Education (KDE) and Western Kentucky University enter into this Articulation Agreement on this 5th day of February in the year of 2018. The KDE and Western Kentucky University will work together to provide postsecondary opportunities for the Career & Technical Education (OCTE) students at Western Kentucky University.

General Agreement

The parties to this agreement will offer the advanced courses designated in their written Program of Studies in the Hospitality, Travel, Tourism and Recreation career pathway. These courses of study will conform to the curriculum guidelines developed by the joint curriculum committee and will be available for review on the KDE OCTE website (education.ky.gov/CTE).

The parties further agree that the Program of Studies will encourage the integration of technical and academic content in a meaningful, applied way, and that, when possible, instructors of all courses will implement applied teaching techniques as appropriate to classroom content.

The parties agree that articulated credit will be awarded at Western Kentucky University and will appear on the student's college transcript, provided a participating student:

1. Completes a minimum of three credits within the secondary state-approved Hospitality, Travel, Tourism and Recreation sequence of courses, passes the corresponding Kentucky Occupational Skills Standards Assessment (KOSSA), and is admitted to Western Kentucky University within 5 years of graduation;
2. Enrolls and successfully completes the relevant coursework in the Hospitality, Travel, Tourism and Recreation career pathway outlined in this agreement with a 3.0 or better or a B average or better;
3. Informs Western Kentucky University that he/she was a part of the articulation agreement with his/her secondary school by supplying appropriate documentation from that school's designated personnel; and
4. Successfully completes 3.0 credit hours in his/her program of study with Western Kentucky University.

Upon successful completion of the requirements above, students will receive articulated credit for the following Western Kentucky University courses:

WKU Course Code	WKU Course Title	Credit Hours	Secondary Education Requirement
HMD 171	Introduction to Management in the Hospitality Industry	3.0	Successful completion of the Hospitality, Travel, Tourism and Recreation KOSSA
HMD 152	Food Service Sanitation	1.0	ServSafe Food Manager Certification

The parties agree that there will be no charge to students for any articulated credit courses in this agreement, either when the course is taken as a secondary student or when the student enrolls at Western Kentucky University. Further, there will be no fees associated with the transcription of this credit.

The parties further agree that the KDE personnel and Western Kentucky University will strive to maintain relationships that will permit continued development, refinement, and implementation of all components of the program, including evaluation, marketing, counseling, recruitment, and retention plans.

Western Kentucky University Responsibilities

Western Kentucky University shall be responsible for:

- Ensuring that all institutional policies apply to articulated credit courses (e.g., drop/add dates, student confidentiality, faculty/student relations, student identification for distance learning, etc.).
- Ensuring that all articulated credit courses are of the same academic quality and meet the same student learning outcomes as courses offered on campus by the college or university.
- Providing detailed information to the Area Technology Center (ATC) in writing (i.e., a syllabus) consistent with the public postsecondary institution policy, which shall include the nature of the course and the expectations and requirements that correspond to its official catalog description. Course requirement information must include course prerequisites, course content, grading policy, attendance requirements, course completion requirements, performance standards, information on adding and dropping courses, and other related course information.
- Ensuring that each student knows that he or she is enrolling for credit in a postsecondary course.
- Registering students in articulated credit course and maintaining academic records, including grades and transcripts.
- Providing each student and parent/guardian written notification outlining tuition and other fees for courses prior to enrollment.

Area Technology Center (ATC)/Comprehensive High School Responsibilities

ATCs/Comprehensive High Schools shall be responsible for:

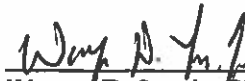
- Providing detailed information to students in writing (i.e., a syllabus) consistent with the public postsecondary institution policy, which shall include the nature of the course and the expectations and requirements that correspond to its official catalog description. Course requirement information must include course prerequisites, course content, grading policy, attendance requirements, course completion requirements, performance standards, information on adding and dropping courses, and other related course information.
- Promoting articulated credit opportunities among qualified high school students, parents, and high school faculty.

Duration of Review

This Articulation Agreement shall be effective from the date of affixing signatures and may be renewed annually one year from the date of the origination, mutually agreeable in writing. Either party may terminate this agreement immediately for cause or may terminate without cause on 90 days written notice. In the event this agreement is terminated, students who are impacted shall have the opportunity to obtain credit according to the terms herein.

In testimony thereof, witness the duly authorized signatures of the parties hereto:

Kentucky Department of Education



Wayne D. Lewis, Ph.D.
Interim Commissioner of Education

5/1/18
Date

Western Kentucky University



Dr. David D. Lee, Provost and VP for Academic Affairs

2/7/18
Date