



# Ohio College Tech Prep

Building Quality Career Pathways

East Central Regional Center  
 Accessing Credit 2015-2016

	Kent State University	Stark State College
<b>Required Forms</b>	Articulation Credit Application (ACA)  Can be accessed at <a href="http://www.kent.edu/techprep">www.kent.edu/techprep</a> or from HS instructor or school counselor	Articulation Agreement  Can be accessed at <a href="http://www.starkcountytechprep.org">www.starkcountytechprep.org</a> Or <a href="http://www.starkstate.edu">www.starkstate.edu</a> Academics /Outreach Programs
<b>Required Documentation</b>	Complete Kent State University Application then submit:  Completed ACA form  Final HS transcript  Any additional documentation required by the articulation agreement (i.e. proof of passage of certificate programs etc.)	Complete Stark State Application then submit:  Completed Articulation Agreement  Final HS transcript  Portfolio of work
<b>When To Access Credit</b>	Immediately following HS graduation and prior to June 30 of that year (Students have 15 months after high school graduation to finalize paperwork)	Immediately following HS graduation and prior to Fall semester start of that year.
<b>Steps to Access Credit</b>	<ol style="list-style-type: none"> <li>1. Complete ACA.</li> <li>2. Submit ACA to HS CTP instructor.</li> <li>3. Complete admissions process to KSU.</li> <li>4. Complete HS transcript release form.</li> <li>5. HS mails ACA and final HS transcript to ECRC office.</li> <li>6. ACA verified and approved and submitted to KSU Transfer Office.</li> <li>7. Student notified when credit has been processed.</li> </ol>	<ol style="list-style-type: none"> <li>1. Complete Articulation Agreement.</li> <li>2. Submit to HS CTP Teacher.</li> <li>3. Complete HS transcript release form.</li> <li>4. Schedule interview with Business Entrepreneurial Studies or Information Technologies Division, to receive credit.</li> <li>5. Enroll in and successfully complete at least one SSC course within one year of high school graduation.</li> <li>6. Verify SSC transcript for articulated courses upon completion of first SSC semester.</li> </ol>
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[www.ectechprep.org](http://www.ectechprep.org)  
[www.fafsa.gov](http://www.fafsa.gov)

*Please note: Potential credit may be available at one or more of the higher education institutions listed and is based on the individual program.*



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	The University of Akron	Youngstown State University
<b>Required Forms</b>	Articulation Credit Application (ACA)  Can be accessed at <a href="http://www.ectechprep.org">www.ectechprep.org</a>	Articulation Credit Application (ACA)  Can be accessed at <a href="http://ysu.edu/associate_degree/techprep">http://ysu.edu/associate_degree/techprep</a>
<b>Required Documentation</b>	Complete The University of Akron application and then submit:  Completed ACA Form  Final Transcript  Any additional documentation required by the articulation agreement (i.e. proof of passage of certificate programs etc.)	Complete Youngstown State University application and then submit:  Completed ACA Form  Final HS Transcript  Any additional documentation required by the articulation agreement (e.g., proof of passage of certificate programs, portfolio, etc.)
<b>When To Access Credit</b>	Students have 15 months after high school graduation to finalize the paperwork.	Students have 15 months after high school graduation to finalize the paperwork
<b>Steps to Access Credit</b>	<ol style="list-style-type: none"> <li>1. Complete ACA Form.</li> <li>2. Submit ACA to HS CTP instructor.</li> <li>3. Complete admissions process to UA.</li> <li>4. Complete HS Transcript release form.</li> <li>5. HS mails ACA and final HS transcript to ECRC office.</li> <li>6. Student notified with approval/denial of credit.</li> </ol>	<ol style="list-style-type: none"> <li>1. Student must enroll full-time in fall/spring semester in pathway</li> <li>2. Complete ACA Form – Section One Only.</li> <li>3. Complete HS Transcript Release Form.</li> <li>4. HS mails ACA (sign Section Two Only) and final transcript to ECRC office.</li> <li>5. Student notified with approval/denial of credit.</li> <li>6. ACA verified, approved, and submitted to YSU Records Office for posting</li> </ol>
<b>Contact Information</b>	Kelly Herold 330.972.7112 kherold@uakron.edu	Carmella Williams 330.941.2485 cmwilliams01@ysu.edu

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