



DEPARTMENT OF EDUCATION

Townsend Building
 401 Federal Street Suite 2
 Dover, Delaware 19901-3639
 DOE WEBSITE: <http://www.doe.k12.de.us>

C19-404

Susan S. Bunting, Ed.D.
 Secretary of Education
 Voice: (302) 735-4000
 FAX: (302) 739-4654

MEMORANDUM OF UNDERSTANDING

BETWEEN

DELAWARE STATE UNIVERSITY

AND THE

DELAWARE DEPARTMENT OF EDUCATION

On Behalf of Local Education Agencies in the State Of Delaware*

January 2019 – December 2021

(Three-year Term)

The Delaware Department of Education (DDOE) and Delaware State University (DSU) enter into this articulation agreement in order to facilitate the enrollment of students from the Delaware **Hospitality and Tourism Management Career and Technical Education (CTE) Program of Study** into the Delaware State University.

Subject to terms of this agreement, a student who successfully completes the Delaware Hospitality & Tourism Management CTE Program of Study, which includes the following coursework: Introduction to Hospitality and Tourism Management, Lodging Management, and Travel and Tourism Business Management, will be granted advanced standing in the Hospitality Management Degree Programs at DSU, specifically:

When a student completes the above coursework as part of an approved CTE program at the secondary level – then the student may enter DSU in the identified programs with advanced standing in the following courses – and earn the following number of credits –

Hospitality Management

Program of Study Title:	Other Required Courses for Advanced Standing:	DTCC Course Code:	DTCC Course Title:	Number of Credits:	Type of Advanced Standing:
Hospitality & Tourism Management	Demonstration of Mathematics and English Language Arts Readiness	HTM100	Introduction to Hospitality	3 credits	Articulation

If a student earns the following industry recognized credential at an agreed upon level of proficiency within an approved CTE program at the secondary level – then the student may enter DSU in the identified program with advanced standing in the following course(s) – and earn the following number of credits through articulation:

Food Safety

Industry Recognized Credential:	Academic Course Prerequisites:	DTCC Course Code:	DTCC Course Title:	Number of Credits:	Type of Advanced Standing:
ServSafe Food Production Manager Certification	Demonstration of Mathematics and English Language Arts Readiness	HTM207	Food Safety & Sanitation	3 credits	Articulation

The terms of this agreement are as follows:

Delaware Local Education Agency will:

- Submit and have approved a Delaware Hospitality & Tourism Management CTE Program of Study proposal;
- Offer the Delaware Hospitality and Tourism Management CTE Program of Study as stated in the program proposal;
- Communicate details of the CTE program and this agreement to all stakeholders, which includes but is not limited to – members of the local advisory committee, principals, school counselors, teaching staff, parents, and students;
- Communicate advanced standing status to parents and students; and
- Identify a Hospitality and Tourism Management contact person at the local education agency central office who will communicate with DSU regarding this agreement.

Students will:

- Complete the entire Delaware Hospitality and Tourism Management CTE Program of Study by successfully completing all required courses;
- Earn a grade of 70% or higher in all Delaware Hospitality and Tourism Management CTE program of study courses and maintain an overall grade point average of 2.5;
- Receive a high school diploma;
- Meet all academic prerequisites as defined above and within the program of study;
- Meet the admission dates and procedures that apply to all new students at DSU;
- Apply within five years of high school graduation to be accepted; and
- Provide a copy of their official transcript and/or attainment of industry recognized credential upon request.

Delaware State University will:

- Award the appropriate number of academic and/or technical credits upon completion of the student’s requirement – as specified in this agreement and upon appropriate review of the student’s high school transcript and standing at the college;
- Ensure credits are recorded on the student’s transcript;

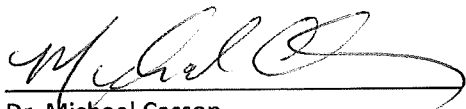
- Communicate details of this agreement to all stakeholders, which includes but is not limited to – academic leadership, department chair(s), faculty and adjunct faculty, customer service staff, program managers, career development office, and admissions; and
- Provide the Delaware Department of Education with the number of students matriculating from the Delaware CTE program of study into the Hospitality Management program with advanced standing and the number of credits articulated.

Delaware Department of Education will:

- Communicate details of this agreement to all stakeholders, which includes but is not limited to – local education agency staff, business and industry partners, state agencies, and community members;
- Provide DSU with a list of approved Delaware Hospitality and Tourism Management CTE Program of Study and local education agency contact information;
- Update and maintain the Delaware Hospitality and Tourism Management CTE Program of Study in partnership with the institution of higher education and business and industry partners;
- Update and maintain the Delaware Hospitality and Tourism Management CTE Program of Study articulation agreement in partnership with the institution of higher education; and
- Provide names of graduates who complete the pathway and those who earned technical skill attainment.

Delaware State University will work with staff from the Delaware Department of Education to support Career and Technical Education programs and provide local education agencies with technical assistance and information to help students matriculate to DSU. The Admissions Office of DSU will work with students to assist in the registration process.

For Delaware State University:

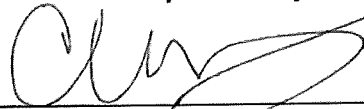


Dr. Michael Casson
Interim Dean




Dr. June Clarke
Associate Professor

For Delaware Department of Education:



Charles A. Longfellow
Associate Secretary, Operations Support



Monica Gant, Ed.D.
Associate Secretary, Academic Support

DOE Workgroup Director Initials: 

DOE Finance Director Initials: 