



**DEPARTMENT OF EDUCATION**

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

Susan S. Bunting, Ed.D.  
 Secretary of Education  
 Voice: (302) 735-4000  
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**MEMORANDUM OF UNDERSTANDING**

**BETWEEN**

**DELAWARE TECHNICAL & COMMUNITY COLLEGE**

**AND THE**

**DELAWARE DEPARTMENT OF EDUCATION**

**August 2019 – August 2022**

(Three-year Term unless academic program has a substantial change)

The Delaware Department of Education (DDOE) and Delaware Technical & Community College (DTCC) enter into this articulation agreement in order to facilitate the enrollment of students from the **Public & Community Health**, Career and Technical Education (CTE) Program of Study into Delaware Technical Community College.

Subject to terms of this agreement, a student who successfully completes the Pubic & Community Health Program of Study, which includes the following coursework: Fundamentals of Health Sciences, Essentials of Public & Community Health, Personal Wellness will be granted advanced standing in the Allied Health programs at DTCC, specifically:

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

<b>Program of Study Technical Skill Assessment title:</b>	<b>Other Required Courses for Advanced Standing:</b>	<b>DTCC Course Code:</b>	<b>Number of Credits:</b>	<b>Type of Advanced Standing:</b>
<b>Fundamentals of Health Sciences</b>	General Chemistry with Demonstration of Mathematics and English Language Arts Readiness	<b>BIO100</b>	<b>3 credits</b>	<b>Articulation</b>

**The terms of this agreement are as follows:**

**Delaware Local Education Agency will:**

- Submit and have approved the Public & Community Health CTE Program of Study proposal;
- Offer the Public & Community Health 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



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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 Public & Community Health contact person at the local education agency central office who will communicate with DTCC regarding this agreement.

### Students will:

- Complete the entire Public & Community Health CTE Program of Study by successfully completing all required courses;
- Earn a grade of 80% or higher in the BIO100 Medical Terminology course of the Public & Community Health CTE Program of Study;
- 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 DTCC;
- Matriculate 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 Technical Community College 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 DDOE with the number of students matriculating from the Public & Community Health CTE Program of Study into DTCC allied health programs.
- Delaware Technical Community College will work with staff from DDOE for technical assistance and information to help students matriculate to DTCC. The Admissions Office of DTCC will work with students to assist in the registration process.

**For Delaware Technical & Community College:**

  
Justina Sapna  
Vice President for Academic Affairs

  
Director

  
Finance Director

**For Delaware Department of Education:**

  
Monica Minor Gant, Ph.D.  
Associate Secretary, Academic Support

  
Charles A. Longfellow  
Associate Secretary, Operations support