



**Paris Junior College**  
**TECH PREP AGREEMENT**  
**Program Area: Office Technology**  
**Associate of Applied Science**  
**CIP Code: 52.0407**  
**September 2008 – August 2011**

Paris Junior College has agreed to grant credit to students completing the following course (s) under the guidelines for credit described below.

ARTICULATION AGREEMENT  
 AWARD OF POSTSECONDARY CREDIT FOR  
 COMMONLY ARTICULATED TECHNICAL EDUCATION COURSES

<b>HIGH SCHOOL COURSE</b>	<b>WECM COLLEGE COURSE</b>
12011200 BEGBCIS1-Business Computer Information Systems I (1) Grade 9-10 <b>AND</b> 12031300 ADVBCIS1-Business Computer Information Systems II (1) Grade 10-12 <b>OR</b> 12022300 BUSIM/MM-Business Image Management & Multimedia (1) Grade 10-12 <b>OR</b> 12362680 CMAT-Computer Multimedia and Animation Technology (1) Grade 10-12	ITSC 1409 Integrated Software Applications I (3)
12011100 BUSCOMNS-Business Communications (1) Grade 10-12 <b>OR</b> 12031200 ADVADPR1-Administrative Procedures I (1) Grade 11-12 <b>AND</b> 12031210 ADVADPR2-Administrative Procedures II (1) Grade 11-12	POFT 2312 Business Correspondence & Communications (3)
12011500 KEYBRDG-Keyboarding (1) Grade 9-10 <b>OR</b> 12022800 WDPROAP-Word Processing Applications (.5) Grade 9-10 <b>AND</b> 12011200 BEGBCIS1-Business Computer Information Systems I (1) Grade 9-10	POFT 1329 Keyboarding & Document Formatting (3)
12011300 BUSSUPSY-Business Support Systems (.5) Grade 9-10 <b>AND</b> 12022500 BUSMGMT-Business Management (.5) Grade 10-12 <b>AND</b> 12022400 BUSLAW-Business Law (.5) Grade 11-12	BUSG 1301 Introduction to Business (3) <b>AND</b> BMGT 1441 Business Ethics (4)

12011600 RECDKPNG-Recordkeeping (.5) Grade 9-12 <b>AND</b> 12022200 BNKFINSY-Banking & Financial Systems (.5) Grade 11-12	BUSG 1304 Introduction to Financial Advising (3)
12022100 BEGACCT1-Accounting (1) Grade 10-12	ACNT 1411 Introduction to Computerized Accounting I (4)
N1295000 WBL/Career Preparation (2) Grade 11-12	POFT 1364 Practicum (3)

## Credit Guidelines

To receive credit, the teacher/administration must satisfy the following requirements:

1. Must possess a bachelor's degree in a field directly related to the subject area.
2. For courses that are articulated to a community college academic transfer course, the teacher must possess a master's degree, plus eighteen academic credit (18) hours.
3. The school district must maintain teacher certification records on file at the school district.
4. Must be able to assure and verify to the community college dean that the articulated high school course is being taught at the community college level.

To receive credit, the student must satisfy the following requirements:

1. Must meet all PJC admission requirements.
2. Must have graduated from high school.
3. Must have an approved PJC AAS Office Technology Degree Plan.
4. Must have completed the specified high school course (s) with a minimum grade of 80.
5. Be currently enrolled at PJC and have completed twelve (12) semester hours of credit.
6. Petition for college credit within fifteen (15) months from date of high school graduation.

For \_\_\_\_\_ **ISD**

**For Paris Junior College**

\_\_\_\_\_  
Director, Career & Technology      Date

\_\_\_\_\_  
Dean, Workforce Education      Date

\_\_\_\_\_  
Principal      Date

\_\_\_\_\_  
Upper East Texas T.P. Director      Date

\_\_\_\_\_  
Superintendent      Date

\_\_\_\_\_  
President, Paris Junior College      Date

- Articulation Agreements must be renewed after three (3) years.

*\* The Upper East Texas Tech Prep Consortium does not discriminate based on gender, race, color, national origin, religion, age, or disability \**