



Building Careers Through  
Education Since 1884

December 12, 2011

Warren County School District  
Amanda Hetrick  
589 Hospital Drive, Suite A  
Warren, PA 16365

Dear Amanda:

Enclosed, please find the updated articulation agreement between Erie Business Center and your school. It has been reviewed using your current catalog and course descriptions, and changed where necessary.

I will be mailing a copy to you today to be signed by the superintendent. Please feel free to contact me with any further questions at (814) 456-7504, x 104. Thank you for your interest in continuing this invaluable tool for your students' future education.

Sincerely,

A handwritten signature in black ink, appearing to read "Erica Coulter", is written over a faint, stylized outline of the signature.

Erica Coulter  
Assistant Director of Academics  
[coultere@eriebc.edu](mailto:coultere@eriebc.edu)

Enclosure

Erie Campus  
246 West Ninth Street  
Erie, PA 16501  
814-456-7504  
1-800-352-3743  
FAX 814-456-4882

New Castle Campus  
170 Cascade Galleria  
New Castle, PA 16101  
724-658-9066  
1-800-722-6227  
FAX 724-658-3083

**Articulation Agreement  
between  
Erie Business Center  
and  
Warren County School District  
(Warren, Eisenhower, Youngsville, Sheffield H.S., and Warren County Career Center)**

Erie Business Center (EBC) and Warren County School District enter into the following general articulation agreement to provide students with the opportunity to earn advanced placement credit toward completion of Associate in Specialized Business (ASB) degree programs at Erie Business Center according to the provisions described herein.

The undersigned educational institution agrees to cooperate in establishing course objectives, requirements, and standards for secondary courses identified within this agreement to ensure that equivalent competencies are achieved. Erie Business Center will be solely responsible for establishing requirements necessary to complete its academic programs.

Erie Business Center agrees to provide and process applications for advanced placement in a timely manner. To be eligible for advanced placement credit, a student must meet all admission requirements in effect at the time of application and be enrolled in an Erie Business Center program within one year after graduation from Warren County School District.

<b>Erie Business Center Course No. &amp; Title</b>	<b>Warren County School District Course No. or Program Title</b>	<b>Credits</b>
BA110 Introduction to Business	00930E4 Principles of Business	3
BA270 Small Business Management	00912M6 Small Business Entrepreneurship	3
CS112 Word Processing I	00920B1 Word 101	3
	00930E1 Word 201 & Certification	
CS180 Computer Security Concepts	00925 Computer Information Specialists Program	3

Erie Business Center will award academic credit upon successful completion of the first semester at EBC to students who have demonstrated mastery of agreed upon competencies by completing high school courses identified above with a grade of B or better. Furthermore, the following guidelines shall be observed:

- Credits awarded as a result of this agreement will appear as transfer credits on the student's official transcript. They will count toward completion of the EBC program but will not be used to calculate the student's grade point average.
- Students will not be charged tuition or fees for the advanced placement credits earned as a result of this agreement.

In support of this agreement, Erie Business Center agrees to provide advisement on course of study, career options, and placement statistics. Warren County School District agrees to explain to participating students and/or allow EBC representatives to explain the advantages and provisions contained in this agreement.

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Revised 12/12/2011

Erie Business Center and Warren County School District will review periodically the provisions contained in and articulated competencies attached to this articulation agreement.

Erie Business Center and Warren County School District will alter the competencies and/or provisions of this agreement only upon mutual written consent. It is understood that any revisions will not adversely affect students already covered under the provisions of the existing agreement.

Either party may terminate this agreement upon six months written notification to the other party. Students in progress will be permitted to complete the program should such termination of agreement occur.

**ERIE BUSINESS CENTER**

Donna Perino  
Director

Date \_\_\_\_\_

**WARREN COUNTY SCHOOL DISTRICT**

Mr. Brandon L. Hufnagel  
Superintendent

Date \_\_\_\_\_

Timothy Feltmeyer  
Director of Academics

Date \_\_\_\_\_

Revised 12/12/2011