



Building Careers Through
Education Since 1884

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September 26, 2012

Warren County School District
Director of Secondary Education
Amanda Hetrick
185 Hospital Drive
North Warren, PA 16365

Dear Amanda:

Erie Business Center would like to continue providing your students the option of transferring credits from their high school to EBC. Enclosed, please find the previous articulation agreement between us and your school. If you are interested in continuing an articulation agreement with us, please review the enclosed agreement and provide any changes and/or updates. It would also help us a great deal if you could send us a catalog and/or course descriptions of classes included in the agreement.

We are currently working on the 2012-2013 school year agreements and look forward to working with you and your school. We hope that you would like to continue this invaluable tool in advancing your students' career options after high school.

Please feel free to contact me, if you have any questions.

Sincerely,

Erica Coulter
Assistant Director of Academics
Erie Business Center
(814)456-7504x104
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.

Erie Business Center Course No. & Title	Warren County School District Course No. or Program Title	Credits
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 00930E1 Word 201 & Certification	3
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.

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.

ERIE BUSINESS CENTER**WARREN COUNTY SCHOOL DISTRICT**

Mr. Brandon L. Hufnagel
Superintendent

Revised 12/12/2011