



POSTSECONDARY ARTICULATION AGREEMENTS

DEFINITIONS

- **Postsecondary**—Any education or training beyond high school (e.g., community college, four-year university, NYS DOL registered apprenticeship)
- **Articulation agreement**—A formal partnership between the secondary and postsecondary institution(s) that outlines the direct benefits provided to students (e.g., college credit, advance standing, reduced tuition)



ARTICULATION AGREEMENT COMPONENTS

Reviewers from the self-study team confirm that the postsecondary agreement includes:

- **Prerequisite skills, knowledge, or coursework required for students to participate in the agreement**—These are skills or knowledge students must obtain or coursework students must complete prior to accessing the benefits of the articulation agreement. Articulation agreements clearly identify which courses or program of study at the secondary institution that a student must successfully complete to utilize the articulation agreement.



Examples:

1. Students from XYZ High School must receive a high school diploma, complete the XYZ high school animal science program and achieve an 85 or higher average in each course included in the animal science curriculum.
 2. Students must meet all other college entrance requirements for the animal science major.
 3. Students must obtain a written recommendation from the secondary animal science instructor.
- **Roles and responsibilities of each institution**—The agreement should include information regarding the tasks and duties that need to be carried out by both the secondary and postsecondary institutions to fulfill the components of the articulation agreement.

Example:

1. XYZ High school will ensure that all courses are taught by instructors who meet all applicable certification requirements. XYZ High School will follow the articulation agreement procedures and provide information regarding the college credit program to parents and students.
- **Duration of the agreement**—Articulation agreements must specify the length of time the agreement will be in effect. For program approval, articulation agreements must be in effect for the duration of the approval period. This can be accomplished in a number of ways. When possible, it is recommended to obtain articulation agreements that are in effect for five years. Agreements with a duration of less than five years must include language indicating the possibility for renewal.

Examples:

1. The effective date of this agreement is May 1, 2022 and will be reviewed for renewal five years after the signing by the participating parties.
2. This agreement will be in effect September 1, 2022 and will be reviewed annually for renewal.
3. This agreement will be in effect for the 2022-2027 school years.



- **Endorsement by officials of each institution**—Articulation agreements must be signed by parties from each institution. Signatures must be dated and provide the title of the signatory.
 - **The articulation agreement must directly relate to the program of study**—The direct benefit(s) provided to students by the articulation agreement must allow students to continue their post-secondary studies in an occupational field related to the NYSED-approved CTE program. This direct benefit may include advanced standing, college credit, and/or reduced tuition.
1. **Example:** A postsecondary articulation agreement for an auto collision program must be in the area of auto collision.

OTHER CONSIDERATIONS

- Schools obtaining a single articulation agreement for use in multiple NYSED-approved CTE programs, must develop agreements that specify each approved program covered by the agreement and indicate which secondary courses are postsecondary courses.

SAMPLE QUESTIONS TO GUIDE DISCUSSIONS

- **Does the post-secondary articulation agreement:**
 1. Identify benefits to students including course credit, advanced standing, reduced tuition, or some other benefit in an area related to the approved program?
 2. Specify the current approval period or include renewal language?
 3. Contain signatures by both the district/BOCES and the post-secondary partner?
- **Has the self-study committee explored additional/other postsecondary articulation agreements for this program of study?**