

North Orange County Community College District Career Technical Education

Student Articulation Procedure/Checklist

| Step | | Date Completed |
|------|--|----------------|
| 1 | Student enrolls in and completes with a grade of “B” or better* an articulated high school/ROP course <i>*grade requirements may vary by course – check with your high school/ROP instructor.</i> | |
| 2 | Student obtains and completes CTE Articulation Certification Form from high school / ROP instructor. | |
| 3 | Student enrolls in Fullerton College and completes the Matriculation program (assessment, orientation, and advisement). | |
| 4 | Student sends CTE Certification form and a sealed official high school or ROP transcript to CTE Coordinator at Fullerton College (<i>see name/address below</i>) | |
| 5 | Student successfully completes a minimum of six academic units with a grade of “C” or better within two years of completing high school/ROP articulated course. | |
| 6 | Student completes the Credit By Examination form. Procedures for this form can be found on the form. | |
| 7 | Student sends or gives a Fullerton College unofficial or official transcript (<i>with at least 6 units of successful Fullerton College academic credit</i>) to the Fullerton College CTE Coordinator, Gabriella Fernandez. | |
| 8 | The CTE Coordinator will send the student’s articulation form, high school/ROP and Fullerton College transcripts to the Admissions and Records office for processing. | |
| 9 | The Admissions and Records office will issue college credit for the articulated course(s) and notify the CTE Coordinator. | |
| 10 | The CTE Coordinator will notify the student that they have completed the articulation process and received credit on their transcript for the articulated course(s). | |

If a student needs any help with this process, please contact the CTE Coordinator at Fullerton College.

Please send the completed attached form and requested materials to:

Fullerton College
 Gabriella Fernandez
 CTE Coordinator
 320 Chapman Avenue
 Fullerton, CA 92832
 (714) 992-7214
gfernandez@fullcoll.edu