



Pure Learning Power

HIGH SCHOOL ARTICULATION CREDIT APPLICATION

CIRCLE High School and Butler Community College

The courses listed below are part of approved High School Articulation Agreements. As such, they have been reviewed by the program director and faculty at Butler Community College (BCC), have been found equivalent in content, and are acceptable for articulation credit subject to the policies listed below:

1. In order for articulation credit to be posted, a student must have:
 - ✓ Butler Admissions Application on file
 - ✓ High School Articulation Credit Application form completed, with high school transcript attached
 - ✓ **Submitted documentation to:** Jolene Keith, Director, High School Academic Partnerships, Butler Community College, 901 S. Haverhill Road, El Dorado, KS 67042
2. To receive Articulation Credit a student must maintain a grade of "C" or better in the specified high school course and be documented on the high school transcript.
3. Articulation Credit will be posted as CP (Credit Pending) college credit for the high school articulated course work until 12 credit hours have been earned at Butler Community College. After 12 hours have been earned *the student is responsible* for notifying the Registrar's Office to have the CP changed to CR (Credit Received).
4. NO FEE WILL BE ASSESSED FOR THE ARTICULATION CREDIT.
5. Credits may not apply toward the BCC residency requirement.
6. A maximum of nine (9) credit hours toward an Associate degree or (6) credit hours toward a certificate program will be accepted by BCC.
7. Students desiring transfer of these credits to another institution of higher learning should check with that institution to determine transferability.

Please Print

Students Full Name: _____ Date of Birth: _____

Students Address: _____

BCC Program of Study: _____ High School Graduation Date: _____

High School Pathway: Business Entrepreneurship & Management

College Programs of Study: Business and Professional [Business Administration]; Engineering & Manufacturing Technology [Manufacturing Engineering Technology], [Engineering Graphics Technology]

KS Course Codes	High School Course	Butler Course Codes	Butler Course	College Credit
12053	Entrepreneurship	BA 129	Writing a Business Plan	2
12050	Business Essentials	BA 110	Introduction to Business	3
21107	Drafting/CAD I	EN 107	AutoCAD Basics	3

Note: A maximum of nine (9) credit hours toward an Associate degree or (6) credit hours toward a certificate program will be accepted by BCC. Please contact a Butler advisor for assistance in determining which course(s) will best meet your academic goals.

REQUIRED SIGNATURES:

 Student

Date

 Rhonda Morrison, Registrar

Date

SPECIAL PROCESSING APPROVAL:

Completion of 12 credit hours prior to posting of articulation credit, as outlined in item 3 above, is hereby waived. Please post Butler Community College credit (CR) for courses identified above to student transcript upon receipt of completed Articulation Credit Application and high school transcript.

 Dr. Roberto Rodriguez
 Dean, ATC/CTE

Date