



**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM**

**R. Scott Ralls, Ph.D.**

**President**

March 26, 2014

**MEMORANDUM**

**TO:** Presidents  
Chief Academic Officers  
Chief Student Development Administrators

**FROM:** Wesley Beddard, Associate Vice President  
Student Learning and Success

**SUBJECT:** Career and College Promise Operating Procedures Revisions  
Revised College Transfer Pathways – Associate in Arts and Science

At the State Board meeting, held on March 21, 2014, the State Board of Community Colleges approved the following revisions to the Career and College Promise (CCP) Operating Procedures and College Transfer Pathways:

- **Approved changes in the CCP Operating Procedures reflecting the removal of all references to the “Core 44 College Transfer Pathway” and replace with “College Transfer Pathway.”** (*Pages 1-2 of Procedures*)

*Rationale: The 2014 Comprehensive Articulation Agreement (CAA) does not include a 44-hour General Education Core. The new Associate in Arts and Associate in Science degree programs include a minimum of 45 semester hours of General Education, which include a Universal General Education Transfer Component (UGETC) of at least 30 semester hours credit.*

- **Approved the following PLAN Benchmark revision.** (*Attachment A*)

Reading - reflect increase from 17 to 18

*Rationale: The College Readiness Benchmarks on Approved Diagnostic Assessments Tests were revised per College Board. This revision to PLAN College Readiness Benchmarks provides a better prediction of students’ likelihood of succeeding in the first year of college.*

- **Approved the College Transfer Pathways Leading to the Associate in Arts (AA) and the Associate in Science (AS). These will replace the four current Core 44 College Transfer Pathways.** (*Attachment B*). Please be aware that colleges must implement the revised AA and AS Pathways with an **effective term of fall of 2014**. Therefore you will need to update your college's electronic programs of study and receive approval from the System Office prior to the fall 2014 semester.

*Rationale: The 2014 Comprehensive Articulation Agreement (CAA) does not include a 44-hour General Education Core. The new Associate in Arts and Associate in Science degree programs include a minimum of 45 semester hours of General Education, which include a Universal General Education Transfer Component (UGETC) of at least 30 semester hours credit.*

*The new College Transfer Pathways will insure that each course a high school student completes in the pathway with a grade of C or better will be accepted by all UNC member institutions and equated for lower division General Education credit at the university.*

- **Approved the addition of clarifying language to the eligibility criteria for continued enrollment.** (*Pages 1-4 of Procedures*)

*Rationale: The previous eligibility criteria for continued enrollment in the CCP Pathways stated that a student must:*

- a. Continue to make progress towards high school graduation, and
- b. Maintain a 2.0 in college course work after completing two courses.

*The criteria did not provide direction for colleges if a student falls below a 2.0 GPA in college course work. The Program Committee of the President's Association, recommended the addition of item "c" to the criteria.*

- c. A student who falls below a 2.0 GPA after completing two college courses will be subject to the college's policy for satisfactory academic progress.

A copy of the revised procedures and the AA/AS Pathways are attached for your convenience. These changes will also be incorporated into Section 14 of the *Curriculum Procedures Reference Manual* located at: [http://www.nccommunitycolleges.edu/Programs/reference\\_manual.htm](http://www.nccommunitycolleges.edu/Programs/reference_manual.htm)

If you have questions concerning the approved revisions, please contact Mr. Wesley Beddard at 919.807.7098 or [beddardw@nccommunitycolleges.edu](mailto:beddardw@nccommunitycolleges.edu).

WB/jf

Attachments

c: Dr. Scott Ralls  
Dr. Sharon Morrissey  
Ms. Jennifer Frazelle  
Ms. Elizabeth Self  
Program Coordinators

CC14-011  
Email

## **Career and College Promise Operating Procedures**

Session Law 2011-145, the Appropriations Act of 2011, authorized the State Board of Education and the State Board of Community Colleges to establish the Career and College Promise program, effective January 1, 2012.

Career and College Promise provides seamless dual enrollment educational opportunities for eligible North Carolina high school students in order to accelerate completion of college certificates, diplomas, and associate degrees that lead to college transfer or provide entry-level job skills. North Carolina community colleges may offer the following Career and College Promise pathways aligned with the K-12 curriculum and career and college ready standards adopted by the State Board of Education:

1. A ~~Core 44~~ College Transfer Pathway leading to a minimum of 30 hours of college transfer credit;
2. A Career and Technical Education Pathway leading to a certificate, diploma or degree;
3. A Cooperative Innovative High School Pathway approved under Part 9 of Article 16 of Chapter 115D of the General Statutes.

### **Core 44 College Transfer Pathway**

1. The Career and College Promise ~~Core 44~~ College Transfer Pathway requires the completion of at least thirty semester hours of transfer courses, including English and mathematics, and ACA 122 – College Transfer Success.
2. To be eligible for enrollment, a high school student must meet the following criteria:
  - a. Be a high school junior or senior;
  - b. Have a weighted GPA of 3.0 on high school courses; and
  - c. Demonstrate college readiness on an assessment or placement test (see attachment A).  
A student must demonstrate college readiness in English, reading and mathematics to be eligible for enrollment in a ~~Core 44~~ College Transfer Pathway.
3. A high school junior or senior who does not demonstrate college-readiness on an approved assessment or placement test may be provisionally enrolled in a College Transfer Pathway. To qualify for Provisional Status, a student must meet the following criteria:
  - a. Have a cumulative weighted GPA of 3.5;
  - b. Have completed two years of high school English with a grade of ‘C’ or higher;
  - c. Have completed high school Algebra II (or a higher level math class) with a grade of ‘C’ or higher;
  - d. Obtain the written approval of the high school principal or his/her designee; and,
  - e. Obtain the written approval of the community college president or his/her designee.A Provisional Status student may register only for college mathematics (MAT) and college English (ENG) courses within the chosen Pathway. To be eligible to register for other courses in the Pathway, the student must first successfully complete mathematics and English courses with a grade of ‘C’ or higher.
4. To maintain eligibility for continued enrollment, a student must
  - a. Continue to make progress toward high school graduation, and
  - b. Maintain a 2.0 GPA in college coursework after completing two courses.
  - c. A student who falls below a 2.0 GPA after completing two college courses will be subject to the college’s policy for satisfactory academic progress.

5. A student must enroll in one ~~Core 44~~ College Transfer Pathway program of study and may not substitute courses in one program for courses in another.
6. A student may change his or her program of study major with approval of the high school principal or his/her designee and the college's chief student development administrator.
7. With approval of the high school principal or his/her designee and the college's chief student development administrator, a student who completes a ~~Core 44~~ College Transfer Pathway, while still enrolled in high school, may continue to earn college transfer credits leading to the completion of the ~~44-hour general education transfer core~~ Associate in Arts or Associate in Science.
8. With approval of the high school principal or his/her designee and the college's chief student development administrator, a student may enroll in both a ~~Core 44~~ College Transfer Pathway program of study and a Career Technical Education program of study.

### **Career Technical Education Pathway (Juniors and Seniors)**

1. The Career and College Promise Career Technical Education Pathway for juniors and seniors leads to a certificate or diploma aligned with a high school Career Cluster.
2. To be eligible for enrollment, a high school student must meet the following criteria:
  - a. Be a high school junior or senior;
  - b. Have a weighted GPA of 3.0 on high school courses or have the recommendation of the high school principal or his/her designee; and
  - c. Meet the prerequisites for the career pathway.
3. High school counselors should consider students' PLAN scores in making pathway recommendations.
4. College Career Technical Education courses may be used to provide partial or full fulfillment of a four-unit career cluster. Where possible, students should be granted articulated credit based on the local or state North Carolina High School to Community College articulation agreement.
5. To maintain eligibility for continued enrollment, a student must
  - a. Continue to make progress toward high school graduation, and
  - b. Maintain a 2.0 in college coursework after completing two courses.
  - c. A student who falls below a 2.0 GPA after completing two college courses will be subject to the college's policy for satisfactory academic progress.
6. A student must enroll in one program of study and may not substitute courses in one program for courses in another. The student may change his or her program of study major with approval of the high school principal or his/her designee and the college's chief student development administrator. A student may concurrently enroll in two CTE programs of study provided the exception has been approved by the college's Chief Academic Officer or his/her designee.

### **Career Technical Education Pathway (Freshmen and Sophomores)**

The Appropriations Act of 2013, S.B. 402, amended NC General Statutes 115D-20(4)a.2 to allow “academic transition pathways for qualified freshmen and sophomore high school students that lead to a career technical education certificate or diploma in industrial and engineering technologies.”

1. The Career and College Promise Career Technical Education Pathway for freshmen and sophomores leads to an industrial or engineering certificate or diploma aligned with a high school Career Cluster.
2. The college may enroll high school freshmen and sophomores only in Industrial Technologies (Program Code 50xxx) and Engineering Technologies (Program Code 40xxx) certificate and diploma programs.
3. To be eligible for enrollment, a high school student must meet the following criteria:
  - a. Be a high school freshman or sophomore;
  - b. A qualified freshmen must:
    - i. have passed Math I with a grade of “C” or better;
    - ii. scored a 3 or 4 on the EOC for Math I;
    - iii. meet the college ready reading score of 16 on the 8<sup>th</sup> grade Explore test;
    - iv. meet prerequisites for the career pathway; and
    - v. have the recommendation of the high school principal or his/her designee (based on assessment of student maturity and ability to effectively participate in a class that may include adult students).
  - c. A qualified sophomore must:
    - i. have passed Math I with a grade of “C” or better;
    - ii. scored a 3 or 4 on the EOC for Math I;
    - iii. meet the college ready reading score of 16 on the 8<sup>th</sup> grade Explore test;
    - iv. have a weighted GPA of 3.0 on high school courses;
    - v. meet prerequisites for the career pathway; and
    - vi. have the recommendation of the high school principal or his/her designee (based on assessment of student maturity and ability to effectively participate in a class that may include adult students).
4. College Career Technical Education courses may be used to provide partial or full fulfillment of a four-unit career cluster. Where possible, students should be granted articulated credit based on the local or state North Carolina High School to Community College articulation agreement.
5. To maintain eligibility for continued enrollment, a student must
  - a. Continue to make progress toward high school graduation, and
  - b. Maintain a 2.0 in college coursework after completing two courses.
  - c. A student who falls below a 2.0 GPA after completing two college courses will be subject to the college’s policy for satisfactory academic progress.

6. A student must enroll in one program of study and may not substitute courses in one program for courses in another. The student may change his or her program of study major to another industrial or engineering program of study with approval of the high school principal or his/her designee and the college's chief student development administrator. A student may concurrently enroll in two engineering or industrial CTE programs of study provided the exception has been approved by the college's Chief Academic Officer or his/her designee.

#### **Cooperative Innovative High School Programs**

1. Cooperative Innovative High School Programs are located on college campuses, enroll 100 or fewer students per grade level, and provide opportunities for students to complete an associate degree program or earn up to two years of college credit within five years are defined as Cooperative Innovative High School Programs.
2. Eligibility requirements for Cooperative Innovative High School Programs are established jointly by local boards of education and local boards of trustees in accordance with G.S. 115C-238.50.
3. The State Board of Community Colleges may waive the requirement that a Cooperative Innovative High School Program is located on the community college campus.

#### **Student Application Procedures**

1. The high school will document eligibility criteria (high school GPA and PLAN or other assessment scores) on the student's transcript. A Home school or non-public high school student must submit a transcript and official test scores from an approved assessment test.
2. Students must complete a college application to be admitted into a Career and College Promise pathway.

#### **College Program of Study Approval Procedures**

1. A college must submit a program of study for each Career and College Promise program it plans to offer, using templates and program codes provided by the North Carolina Community College System Office. ~~Programs of study may not include elective options for students.~~
2. Career and Technical Education programs of study must be in compliance with the State Board approved curriculum standard and must include a minimum of twelve (12) semester hours of credit from core courses. General education courses for career and technical education programs of study must be directly related to student success in the selected major.
3. Programs of study must be approved before students can be enrolled.
4. By submitting and requesting approval for a Career and College Promise program of study, a college is verifying its capacity to teach all courses in the program of study.

#### **Program Accountability Plan**

1. Colleges will assign student codes provided by the North Carolina Community College System Office.
2. The North Carolina Community College System Office and the Department of Public Instruction will report annually to the two governing boards on the following outcomes:
  - a. The impact of dual enrollment on high school completion.
  - b. The academic achievement and performance of dually enrolled high school students.
  - c. The number of students who successfully complete college pathways or certificates while dually enrolled.
  - d. The persistence, completion rates, and academic achievement of students who continue into college programs after high school graduation.

## College Readiness\* Benchmarks on Approved Diagnostic Assessment Tests

Test	PLAN**	PSAT**	Asset (NCCCS Cut Score)	COMPASS (NCCCS Cut Score)	Accuplacer (NCCCS Cut Score)
<b>English</b>	15	45	41 Writing	70 Writing	86 Sentence Skills
<b>Reading</b>	<del>17</del> <u>18</u>	47	41 Reading	81 Reading	80 Reading
<b>Mathematics</b>	19	47	41 Numerical Skills and 41 Int. Algebra	47 Pre-Algebra and 66 Algebra	55 Arithmetic and 75 Elem. Algebra

In addition to the diagnostic assessments, colleges may use the following SAT and ACT scores recommended by the testing companies as benchmarks for college readiness:\*

SAT		ACT	
English	500	English	18
Critical Reading	500	Reading	22
Mathematics	500	Mathematics	22

\*To be eligible for enrollment in a College Transfer Pathway, students must demonstrate college readiness in English, reading, and mathematics on an approved test or tests. Eligibility may be demonstrated by achieving the required scores on a single test or by combining test scores from any of the approved assessments. For example, a student may combine a 19 on PLAN math with an 86 and an 80 on Accuplacer sentence skills and reading to demonstrate college readiness.

\*\*PLAN and PSAT scores recommended by ACT and College Board as indicators of college readiness.

## Career & College Promise College Transfer Pathway Leading to the Associate in Arts (P1012C)

The CCP College Transfer Pathway Leading to the Associate in Arts is designed for high school juniors and seniors who wish to begin study toward the Associate in Arts degree and a baccalaureate degree in a non-STEM major.

### GENERAL EDUCATION (31-32 SHC)

The general education requirement includes study in courses selected from the Universal General Education Transfer Component (UGETC) component of the Comprehensive Articulation Agreement.

#### English Composition (6 SHC)

*The following two English composition courses are required.*

ENG 111	Writing & Inquiry	(3 SHC)
ENG 112	Writing/Research in the Disciplines	(3 SHC)

*Select three courses from the following from at least two different disciplines (9 SHC)*

#### Communication

COM 231	Public Speaking	(3 SHC)
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#### Humanities/Fine Arts

ART 111	Art Appreciation	(3 SHC)
ART 114	Art History Survey I	(3 SHC)
ART 115	Art History Survey II	(3 SHC)
ENG 231	American Literature I	(3 SHC)
ENG 232	American Literature II	(3 SHC)
MUS 110	Music Appreciation	(3 SHC)
MUS 112	Introduction to Jazz	(3 SHC)
PHI 215	Philosophical Issues	(3 SHC)
PHI 240	Introduction to Ethics	(3 SHC)

#### Social/Behavioral Sciences (9 SHC)

*Select three courses from the following from at least two different disciplines:*

ECO 251	Principles of Microeconomics	(3 SHC)
ECO 252	Principles of Macroeconomics	(3 SHC)
HIS 111	World Civilizations I	(3 SHC)
HIS 112	World Civilizations II	(3 SHC)
HIS 131	American History I	(3 SHC)
HIS 132	American History II	(3 SHC)
POL 120	American Government	(3 SHC)
PSY 150	General Psychology	(3 SHC)
SOC 210	Introduction to Sociology	(3 SHC)

**Math (3-4 SHC)**

*Select one course from the following:*

MAT 143	Quantitative Literacy	(3 SHC)
MAT 152	Statistical Methods I	(4 SHC)
MAT 171	Precalculus Algebra	(4 SHC)

**Natural Sciences (4 SHC)**

*Select 4 SHC from the following course(s):*

AST 111	Descriptive Astronomy (3 SHC)	and	AST 111A	Descriptive Astronomy Lab (1 SHC)
AST 151	General Astronomy I (3 SHC)	and	AST 151A	General Astronomy Lab I (1 SHC)
BIO 110	Principles of Biology	(4 SHC)		
BIO 111	General Biology I	(4 SHC)		
CHM 151	General Chemistry I	(4 SHC)		
GEL 111	Introductory Geology	(4 SHC)		
PHY 110	Conceptual Physics (3 SHC)	and	PHY 110A	Conceptual Physics Lab (1 SHC)

**Academic Transition (1 SHC)**

*The following course is required:*

ACA 122	College Transfer Success	(1 SHC)
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**Total Semester Hours Credit (SHC) in Pathway: 32-33**

**High school students in the CCP College Transfer Pathway Leading to the Associate in Arts must complete the entire pathway before taking additional courses in the Associate in Arts degree.**

## **Career & College Promise College Transfer Pathway Leading to the Associate in Science (P1042C)**

The CCP College Transfer Pathway Leading to the Associate in Science is designed for high school juniors and seniors who wish to begin study toward the Associate in Science degree and a baccalaureate degree in a STEM or technical major.

### **GENERAL EDUCATION (34 SHC)**

The general education requirement includes study in courses selected from the Universal General Education Transfer Component (UGETC).

#### **English Composition (6 SHC)**

*The following two English composition courses are required.*

ENG 111	Writing & Inquiry	(3 SHC)
ENG 112	Writing/Research in the Disciplines	(3 SHC)

*Select two courses from the following from at least two different disciplines (6 SHC)*

#### **Communications**

COM 231	Public Speaking	(3 SHC)
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#### **Humanities/Fine Arts**

ART 111	Art Appreciation	(3 SHC)
ART 114	Art History Survey I	(3 SHC)
ART 115	Art History Survey II	(3 SHC)
ENG 231	American Literature I	(3 SHC)
ENG 232	American Literature II	(3 SHC)
MUS 110	Music Appreciation	(3 SHC)
MUS 112	Introduction to Jazz	(3 SHC)
PHI 215	Philosophical Issues	(3 SHC)
PHI 240	Introduction to Ethics	(3 SHC)

#### **Social/Behavioral Sciences (6 SHC)**

*Select two courses from the following from at least two different disciplines:*

ECO 251	Principles of Microeconomics	(3 SHC)
ECO 252	Principles of Macroeconomics	(3 SHC)
HIS 111	World Civilizations I	(3 SHC)
HIS 112	World Civilizations II	(3 SHC)
HIS 131	American History I	(3 SHC)
HIS 132	American History II	(3 SHC)
POL 120	American Government	(3 SHC)
PSY 150	General Psychology	(3 SHC)
SOC 210	Introduction to Sociology	(3 SHC)

<p><b>Math (8 SHC)</b>  <i>Select two courses from the following:</i></p> <table> <tr> <td>MAT 171 Precalculus Algebra</td> <td>(4 SHC)</td> </tr> <tr> <td>MAT 172 Pre-calculus Trigonometry</td> <td>(4 SHC)</td> </tr> <tr> <td>MAT 263 Brief Calculus</td> <td>(4 SHC)</td> </tr> <tr> <td>MAT 271 Calculus I</td> <td>(4 SHC)</td> </tr> </table> <p><b>Natural Sciences (8 SHC)</b>  <i>Select 8 SHC from the following course(s):</i></p> <p>AST 151 General Astronomy I (3 SHC) <i>and</i> AST 151A General Astronomy Lab I (1SHC)          BIO 110 Principles of Biology (4 SHC)          BIO 111 General Biology I (4 SHC) <i>and</i> BIO 112 General Biology II (4 SHC)          CHM 151 General Chemistry I (4 SHC) <i>and</i> CHM 152 General Chemistry II (4 SHC)          GEL 111 Introductory Geology (4 SHC)          PHY 110 Conceptual Physics (3 SHC) <i>and</i> PHY 110A Conceptual Physics Lab (1 SHC)          PHY 151 College Physics I (4 SHC) <i>and</i> PHY 152 College Physics II (4 SHC)          PHY 251 General Physics I (4 SHC) <i>and</i> PHY 252 General Physics II (4 SHC)</p> <p><b>Total General Education Hours Required: 34</b></p>	MAT 171 Precalculus Algebra	(4 SHC)	MAT 172 Pre-calculus Trigonometry	(4 SHC)	MAT 263 Brief Calculus	(4 SHC)	MAT 271 Calculus I	(4 SHC)
MAT 171 Precalculus Algebra	(4 SHC)							
MAT 172 Pre-calculus Trigonometry	(4 SHC)							
MAT 263 Brief Calculus	(4 SHC)							
MAT 271 Calculus I	(4 SHC)							
<p><b>Academic Transition (1 SHC)</b>  <i>The following course is required:</i></p> <table> <tr> <td>ACA 122 College Transfer Success</td> <td>(1 SHC)</td> </tr> </table>	ACA 122 College Transfer Success	(1 SHC)						
ACA 122 College Transfer Success	(1 SHC)							
<b>Total Semester Hours Credit (SHC) in Pathway: 35</b>								

**High school students in the CCP College Transfer Pathway Leading to the Associate in Science must complete the entire pathway before taking additional courses in the Associate in Science degree.**