



### Career Technical Education

### Bilateral Credit Agreement FY2024 Technology & Engineering Design – Auburn CC

FOR OFFICE USE ONLY
LID: _____
Approved Credits: _____

**STUDENT:** Complete the "STUDENT" portion of this agreement.

- Apply to Lakeland Community College as a CTE student. - [LINK](#) Once you are accepted in to Lakeland, you will receive an email with **Lakeland ID** (LID) and instructions on how to get to your myLakeland account. **(Keep this for future use!)** Enrolled CCP students do not have to reapply to Lakeland.
- Ensure that the Lakeland Community College's Admissions Office has a copy of your final, official high school transcript. This transcript **MUST** be sent directly by your high school to **transcripts@lakelandcc.edu**.
- Take a picture or make a copy of this agreement for your records and forward it to your high school college Tech Prep/CTE instructor by **June 1<sup>st</sup>**.
- Questions? Visit: <https://lakelandcc.edu/web/about/career-technical-education> or Email: Lucy Ott at **CTE@lakelandcc.edu**

**NOTE:** It is the student's responsibility to ensure that all required documents are on file at Lakeland. **Bilateral agreements must be submitted directly by the school to the Tech Prep/CTE Office. Agreements turned in by the student will NOT be accepted.**

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Last Name:	First Name:
Home High School:	High School Graduation Year:
<b>Lakeland ID # (LID):</b>	Preferred E-mail Address for Credit Notification ( <b>print clearly</b> ):
Student Cell:	
I would like my Career Technical Credit Transfer (CTAG) credit and Bilateral Agreement credit posted at Lakeland CC. Yes _____ No _____	
Student Signature:	Date:

**INSTRUCTOR:** Initial next to the course(s) you recommend this student be given credit for. Students must earn at least a 2.75 GPA in the Tech Prep/CTE program to be eligible for credit. **(NOTE: Credits will be verified by official HS transcript.)**

Instructor's Initial	Lakeland Course # w/catalog link	Lakeland Course Title	Credit Hours
	ITIS 1050 or CPET 1050	Managing Software	3
	ITIS 1051 or CPET 1051	Managing Hardware	3
	<a href="#">ENGR 1000</a>	Introduction to Engineering Technology	2
	<a href="#">ITIS 1007</a>	Principles of Information Technology	3
	<a href="#">ITON 1070</a>	Operating Systems: Skills and Techniques	1

Instructor's Signature: \_\_\_\_\_ Instructor's Printed Name: \_\_\_\_\_  
Date: \_\_\_\_\_ Instructor's Email: \_\_\_\_\_

**Submit to:** Lucy Ott, CTE Coordinator at Lakeland Community College, 7700 Clocktower Drive, Kirtland, OH 44094

**TECH PREP/CTE OFFICE VERIFICATION:**

Office Use	R	Checklist
	1	Bilateral Agreement Submitted by CTE Instructor (this form)
	2	Completed HS Tech Prep/CTE Program
	3	Official HS Transcript Submitted to Lakeland Community College
	4	Earned 2.75 GPA or higher in College Tech Prep/CTE Program
	5	Applied to Lakeland (during HS graduation year) – LID

Credits Approved: \_\_\_\_\_ Credit Denied: \_\_\_\_\_ Reason for Denial: \_\_\_\_\_  
Tech Prep/CTE Official Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**OTHER PROGRAM INFORMATION:**

<b>CTAG/ODE Courses Taught</b>	<b>CTAG</b>	<b>Course Code</b>	<b>Notes</b>
Engineering Design	3	175001	
Engineering Principles	1	175002	
Computer Hardware	3	145025	No CTAG match, can include in BA
Computer Software	3	145030	No CTAG match, can include in BA

<b>Industry Recognized Credentials - <a href="#">LINK</a></b>	<b>Points</b>
CompTIA A+	6
CompTIA Network+	6
Leadership Excellence	3
Allen Bradley/Rockwell Automation PLC	6
FANUC – Handling Tool Operation & Programming	6
OSHA – 10 Hour	1

**Notes:**

Engineering and Science Technology – ODE <a href="#">LINK</a>
Engineering and Science Technology Pathway <a href="#">LINK</a>
Possible: Computer User Certificate – will be awarded after 1 <sup>st</sup> semester on Lakeland campus – for Lakeland students only.
*Senior Only (AM/PM) Option Available: - CompTIA A+ - 6 pts Fanuc Handling Tool Operation & Programming - 6 pts

**Special Notes:**

-Students who successfully complete a CTE Program and meet the requirements listed in Column R 1-5 on page 1 will receive college credit listed in the INSTRUCTOR section of the Bilateral Credit Agreement. For specific programming options, please visit [www.lakelandcc.edu](http://www.lakelandcc.edu) and click on Academics / Degrees & Certificates.

-CTAG credit is awarded based on a student’s performance on WebXam/End-of-Course Assessments that are offered through the CTE Program. Bilateral credit cannot be awarded if there is CTAG credit available through the WebXam/End-of-Course Assessment.

-College courses are being reviewed and updated on a regular basis. Visit: <https://catalog.lakelandcc.edu/> for the most updated version of the Course Catalog. Credit is only guaranteed if the course is listed in the Course Catalog, the student attends Lakeland and remains on the same career path.

-Note that accumulation of bilateral credit may impact federal financial aid. Check with your college or university for more information.

**LAKELAND COMMUNITY COLLEGE CAREER TECHNICAL EDUCATION AGREEMENT APPROVAL FORM**

**\*\*OFFICIAL SIGNATURES ARE ON FILE IN THE CTE OFFICE AT LAKELAND COMMUNITY COLLEGE.**

**Technology and Engineering – Auburn Career Center**

\_\_\_\_\_  
Instructor – Laura Ciszewski

Date \_\_\_\_\_

\_\_\_\_\_  
Other Representative (if applicable)

Date \_\_\_\_\_

**Lakeland Community College**

\_\_\_\_\_  
Lucy Ott, CTE/Tech Prep Coordinator

Date \_\_\_\_\_

\_\_\_\_\_  
Sue Baker, Department Chair of IT & Computer Science

Date \_\_\_\_\_

\_\_\_\_\_  
Ryan Hamilton, Dean for IT & Computer Science / Engineering

Date \_\_\_\_\_

\_\_\_\_\_  
Erin Shufro, Associate Provost of Faculty Engagement and Dean of Faculty

Date \_\_\_\_\_

\_\_\_\_\_  
Laura C. Barnard, J.D.  
Executive Vice President and Provost

Date \_\_\_\_\_

After signing this document, please forward it to Lucy Ott, CTE/Tech Prep Coordinator – A-1043d, lott1@lakelandcc.edu.

## SUGGESTED SEQUENCE

Career Technical Education Program: **Technology and Engineering – Auburn Career Center**  
 Lakeland Community College: **IT & Computer Science / Engineering**

Course Subject Title	Credit Hours	Type of Credit – AP, CCP, CTE Bilateral, CTAG
<a href="#">Computer Science/Software Engineering Concentration (9259) , AAB Degree</a>		
<a href="#">IT Support Analyst Major (9243) , AAB Degree</a>		
<a href="#">Operating Systems/Networking Concentration (9249) , AAB Degree</a>		
<a href="#">Computer Information Technology (9720) , ATS Degree</a>		
<a href="#">Computer User Certificate (2402)</a>		
<a href="#">IT Foundations Certificate (2401)</a>		
<a href="#">IT Professional Certificate (2404)</a>		
<a href="#">IT Specialist Certificate (2403)</a>		
<p><b>Engineering:</b>            Degrees  <a href="#">Mechanical Engineering Technology</a>  <a href="#">Computer Aided Design Concentration</a></p> <p><b>Certificates</b>  <a href="#">AutoCAD Operator</a>  <a href="#">CAD Design</a>  <a href="#">Engineering Technology Foundations Certificate</a>  <a href="#">Mechanical and Manufacturing Technology Specialist Certificate</a></p>		