

**Articulation/Transfer Functions**

The Articulation Officers shall assist in the development and coordination of faculty-approved articulation agreements between Foothill and De Anza College and postsecondary institutions as well as other government and independent accredited postsecondary institutions.

The Articulation Officers shall serve as the primary contact and liaison between the college and other institutions on issues as they relate to articulation of coursework.

The Articulation Officers shall be faculty and serve as a resource to the faculty, administration, students, college-wide and Curriculum Committee, and General Education Committee in the capacity as designated by the campus Curriculum Committee.

The Articulation Officers shall review and confirm accuracy and information in the college catalogs pertaining to the transferability of courses and the general education patterns for four-year institutions.

**Articulation/High School Functions**

Each college shall designate a primary contact to serve as a liaison between the college and proximate high schools and Regional Occupational Centers and Programs (ROCPs) to develop, maintain and coordinate faculty-approved articulation.

Articulation agreements with local high schools and/or Regional Occupational Centers and Programs (ROCPs) are intended to develop “seamless pathways” for secondary students in aligned career technical education (CTE) “programs of study.” It is not intended that these agreements articulate isolated courses.

The primary high school articulation contact designated at each college shall review and confirm the accuracy of information published in college materials pertaining to the transferability of courses and other academics articulated with proximate high schools.

An articulated high school course is a course determined by appropriate Foothill-De Anza faculty and academic administrators to be comparable to a specific community college course.

The appropriate discipline will establish standards for credit. The currently accepted means to award credit for articulated high school and/or ROCP CTE courses is “Credit by Examination.” Individuals wishing to petition to receive “Credit by Examination” shall do so according to Board Policy 6030 (Advanced Placement and Credit by Examination) and the published guidelines in the Foothill and De Anza College catalogs.

*Foothill-De Anza Community College District  
Administrative Procedures*

*See Board Policies 5073 and 6030*

Approved by Chancellor's Staff 1/17/08