

Eligible for \_\_\_\_ credits

Date:

**Lakeland C.C. College Tech Prep  
Bilateral Agreement For**

Heating, Ventilation, & Air Conditioning  
at

Auburn Career Center

**To be eligible for credit a student must:**

1. The College Tech Prep Teacher must validate that the student met the requirements to receive bilateral credits by **June 1** of the student's current graduation year by signing the back of this form along with the eligible student.
2. Complete and submit a Lakeland Community College Application. [www.lakelandcc.edu/apply](http://www.lakelandcc.edu/apply).
3. Successfully complete an approved high school Tech Prep program with a GPA of 2.75 or higher in Tech Prep courses.
4. Successfully complete Algebra II or equivalent.
5. Submit an official final high school transcript to LCC no later than August 1 of graduation year.
6. Mail both this form and the high school transcript to: Tech Prep Office, 7700 Clocktower Drive, Room A-1043D Kirtland, Ohio 44094-5198.

**No credit will be awarded until the student meets all of the above conditions within Two Years of graduation.**

Specific courses for which the student may be eligible to receive credit:

Teacher Approval

ENGR 1000	Introduction to Engineering Technology	2
MECT 1150	Technical Communications*	3

May receive up to 5 bilateral credits.

\*Additional credits if a student has a "B" average or better in senior English.

Students who successfully complete the Heating, Ventilation, & Air Conditioning College Tech Prep program and meet the requirements listed in 1-5 above will receive bilateral credits for courses listed above which apply toward the Associate of Applied Science Degree. For specific program options, please visit [www.lakelandcc.edu](http://www.lakelandcc.edu) and click on Academics- Degrees & Certificates. Note that accumulation of bilateral credit may impact federal financial aid. Check with your college or university for more information. Note that credit is only guaranteed if the student attends Lakeland.

I do hereby certify that to the best of my knowledge the information given on this bilateral agreement is complete, and that any misrepresentation may be cause for denial of bilateral credit. I authorize each high school I have attended to release academic information to Lakeland Community College.

First Name \_\_\_\_\_

Last Name \_\_\_\_\_

Date of Birth \_\_\_\_\_

E-mail \_\_\_\_\_

Program Name \_\_\_\_\_

Home High School \_\_\_\_\_

Current Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

\_\_\_\_\_  
**Student Signature/ Date**

\_\_\_\_\_  
**Teacher Signature/Date**

***LCC Office Use Only:***

*Tech Prep Official Credit Verification: A&R Verification*

- ☐ Admission Application
- ☐ Official High School Transcript (graduation date posted)
- ☐ Appropriate Tech Prep Bilateral Agreement attached
- ☐ "B" (3.0) or higher in Tech Prep Program
- ☐ Completion of Algebra II
- ☐ Completion of other bilateral requirements (if applicable) ☐
- ☐ Completion of college proficiency exams with passing grade (if applicable)

CTPC LCC/A&R Official