

Eligible for \_\_\_\_ credits

Date:

**Lakeland C.C. College Tech Prep  
Bilateral Agreement For**  
Information Technology & Programming  
at  
Mayfield Excel TECC

**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. Submit an official final high school transcript to LCC no later than August 1 of graduation year.
5. 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

ITIS 1007	Principles of Information Technology and Computer Science	3
ITIS 1102	Internet: Services, Tools, and Web Page Design	3
ITIS 1025	Managing and Optimizing Personal Computers	3

May receive up to 9 bilateral credits.

Students who successfully complete the Information Technology & Programming 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 Business 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.

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