Ohio | **Department of Higher Education**

Career-Technical Credit Transfer (CT)²
Verification of Course Completion Form for Engineering Technology: Electrical

Instructions: Students complete **Part I** of this form and submit it to their career-technical teacher/CTE official to complete **Part II** and **Part III**. To ensure award of credit, all parts of the form and evidence that the student has met all requirements for accessing the credit should be submitted together to each institution of the student's choice. The Verification of Course Completion Form must be sent by a school official and not submitted by the student.

PART I: To be completed by the student requesting verification.

First
Name: _____   Last
Name: _____   Middle
Initial: _____

Date of
Birth: _____

High School Graduation Date: _____

Home Address: _____

Primary Phone: _____   Secondary Phone: _____

Email: _____

Please send this form to the following college/university:

Not sure if the institution you're interested in attending offers a similar program? You can check to see where you may be eligible to receive credit by visiting the Transfer to Degree Guarantee site and selecting "Engineering Technology Electrical CT" from the program list (Step 1) and the school district you attended (Step 2).

Name of Institution: _____

College Department/Office: _____

Address: _____

Name of Institution: _____

College Department/Office: _____

Address: _____

Student Signature: _____   **Date:** _____

PART II: To be completed by a teacher/official from the career-technical education institution.

Engineering Technology: Electrical (for students completing coursework in the 2019-2020 school year or later)

ODE Course	EMIS Code	CTAN	CTAN Name	Credit hours (semester)	Term course completed (Term/Year)	Initial here to indicate that the student has met all requirements to access post-secondary credit*
DC Electronic Circuits	175105	CTEET001	DC Circuits	3		
Digital Electronics	175007	CTEET002	Digital Electronics	4		
Programmable Logic Controls	176025	CTEET003	Industrial Robotics	3		

*The student must successfully complete the course and earn the required score on the WebXam. Please ensure that the student earned the required score at the time the exam was taken. Students must access the credit within three years of graduation.

ODE Course	EMIS Code	CTAN	CTAN Name	Required WebXam Score by Academic Year[1]			
				2019-2020	2018-2019	2017-2018	2016-2017
DC Electronic Circuits	175105	CTEET001	DC Circuits[2]	In Field Testing			
Digital Electronics	175007	CTEET002	Digital Electronics	In Field Testing			
Programmable Logic Controls	176025	CTEET003	Industrial Robotics	In Field Testing			

[1]The required WebXam score will be determined at the conclusion of field testing at the end of the 2019-2020 school year. Students will be expected to meet the score requirement in order to be eligible to access the credit.

[2]Students must also complete the pre-requisite requirement for College Algebra at the matriculating institution.

CTAG/CTAN approval may be verified by visiting the Course Reporting System.

PART II: To be completed by a teacher/official from the career-technical education institution.

Engineering Technology: Electrical
(For students completing coursework from the 2016-2017 to 2018-2019 school years)

ODE Course	EMIS Code	CTAN	CTAN Name	Credit hours (semester)	Term course completed (Term/Year)	Initial here to indicate that the student has met all requirements to access post-secondary credit*
DC and AC Electronic Circuits	175011 **OR**	CTEET001	DC Circuits	3		
Engineering Principles	175002 **OR**					
Robotics	175004					
Digital Electronics	175007	CTEET002	Digital Electronics	4		
Programmable Logic Controls	175004	CTEET003	Robotics	3		

*The student must successfully complete the course and earn the required score on the WebXam. Please ensure that the student earned the required score at the time the exam was taken. Students must access the credit within three years of graduation.

ODE Course	EMIS Code	CTAN	CTAN Name	Required WebXam Score by Academic Year			
				2019-2020	2018-2019	2017-2018	2016-2017
DC and AC Electronic Circuits	175011	CTEET001	DC Circuits[3]		61 or higher	+	+
Engineering Principles	175002	CTEET001	DC Circuits[3]		48 or higher	+	+
Robotics	175004	CTEET001	DC Circuits[3]		64 or higher	+	+
Digital Electronics	175007	CTEET002	Digital Electronics		56 or higher	+	+
Programmable Logic Controls	175004	CTEET003	Robotics		64 or higher	+	+

[3]Students must also complete the pre-requisite requirement for College Algebra at the matriculating institution.

+Evidence that the student completed the course with a grade of "C" or better must be submitted in order for the student to be eligible to access the credit.

CTAG/CTAN approval may be verified by visiting the Course Reporting System.

Updated September 30, 2019

Part III: To be completed by an administrator/director from the CTE institution.

Name of institution: _____

Address: _____

Name of (CT)² Contact Person: _____

Title of (CT)² Contact Person: _____

Phone: _____

Email: _____

Signature of (CT)² Contact Person: _____

Date: _____

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OFFICIAL SEAL OR
STAMP HERE
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Contact Information

If problems arise during the process, contact the appropriate institution representative:
- Higher Education Institution
- Career-Technical Education Institution

Questions about CTAG requirements may be directed to Ohio Articulation and Transfer Network staff at:

Shane DeGarmo
614.644.6767
sdegarmo@highered.ohio.gov

Nikki Wearly
614.728.2662
nwearly@highered.ohio.gov