



**Career-Technical Credit Transfer (CT)²
Verification of Course Completion Form for Information Support Services/Network Systems**

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 "Information Technology" 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.**Information Support Services/Network Systems**

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*
Networking	145035	CTIT002	Networking/CompTIA Network+	3		
Network Management	145045					
Computer Software	145030	CTIT005	Introduction to Desktop Operating Systems	3		
Network Security	145050	CTIT006	Introduction to User Support	3		
Network Security	145050	CTIT015	CompTIA Security+	3		
N/A	N/A	CTIT007	Cisco I: CCNA-1 Introduction to Networks	3		
N/A	N/A	CTIT008	Cisco II: CCNA-2 Routing and Switching Essentials	3		
N/A	N/A	CTIT009	Cisco III: CCNA-3 Scaling Networks	3		
N/A	N/A	CTIT010	Cisco IV: Cisco-4 Connecting Networks	3		
Computer Software	145030	CTIT011	Microsoft Windows Desktop Operating System	3		
Network Operating Systems	145040					
Network Operating Systems	145040	CTIT013	Microsoft Server Administrator	3		
Computer Software	145030	CTIT014	Operating System, Hardware Operation and Maintenance/A+	3		
Computer Hardware	145025					
Network Operating Systems	145040	CTIT016	Linux	3		

*The student must successfully complete the course and: 1) earn the required score on the WebXam; 2) pass the applicable CISCO exams; or 3) hold the current applicable CISCO certification. Please ensure that the student earned the required score at the time the WebXam 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
Networking	145035	CTIT002	Networking/CompTIA Network+	60 or higher	60 or higher	67 or higher	67 or higher
Network Management	145045			50 or higher	50 or higher	56 or higher	56 or higher
Computer Software	145030	CTIT005	Introduction to Desktop Operating Systems	60 or higher	60 or higher	73 or higher	73 or higher
Network Security	145050	CTIT006	Introduction to User Support	55 or higher	55 or higher	63 or higher	63 or higher
Network Security	145050	CTIT015	CompTIA Security+	55 or higher	55 or higher	63 or higher	63 or higher
N/A	N/A	CTIT007	Cisco I: CCNA-1 Introduction to Networks	Successfully complete the CISCO course and pass applicable semester tests in Cisco I/II curriculum OR hold current Cisco certification (CCNA certificate, CCENT certificate).			
N/A	N/A	CTIT008	Cisco II: CCNA-2 Routing and Switching Essentials	Successfully complete the CISCO course and pass applicable semester tests in Cisco I/II curriculum OR hold current Cisco certification (CCNA certificate, CCENT certificate).			
N/A	N/A	CTIT009	Cisco III: CCNA-3 Scaling Networks	Successfully complete the CISCO course and pass applicable semester tests in Cisco III/IV curriculum OR hold current Cisco certification (CCNA certificate).			
N/A	N/A	CTIT010	Cisco IV: Cisco-4 Connecting Networks	Successfully complete the CISCO course and pass applicable semester tests in Cisco III/IV curriculum OR hold current Cisco certification (CCNA certificate).			
Computer Software	145030	CTIT011	Microsoft Windows Desktop Operating System	60 or higher	60 or higher	73 or higher	73 or higher
Network Operating Systems	145040			55 or higher	55 or higher	64 or higher	64 or higher
Network Operating Systems	145040	CTIT013	Microsoft Server Administrator	55 or higher	55 or higher	64 or higher	64 or higher
Computer Software	145030	CTIT014	Operating System, Hardware Operation and Maintenance/A+	60 or higher	60 or higher	73 or higher	73 or higher
Computer Hardware	145025			55 or higher	55 or higher	72 or higher	72 or higher
Network Operating Systems	145040	CTIT016	Linux	55 or higher	55 or higher	64 or higher	64 or higher

CTAG/CTAN approval may be verified by visiting the [Course Reporting System](#).

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: _____



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:

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