Career-Technical Credit Transfer (CT)^2
Verification of Course Completion Form for Programming

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 “Programming” 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.**

### Programming

<table>
<thead>
<tr>
<th>ODE Course</th>
<th>EMIS Code</th>
<th>CTAN</th>
<th>CTAN Name</th>
<th>Credit hours (semester)</th>
<th>Term course completed (Term/Year)</th>
<th>Initial here to indicate that the student has met all requirements to access post-secondary credit*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Programming</td>
<td>145060</td>
<td>CTPROG001</td>
<td>Computer Logic</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Object Oriented Programming</td>
<td>145065</td>
<td>CTPROG002</td>
<td>Java Programming</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Object Oriented Programming</td>
<td>145065</td>
<td>CTPROG003</td>
<td>C++ Programming</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Visual Programming</td>
<td>145070</td>
<td>CTIT012</td>
<td>Microsoft .Net Fundamentals</td>
<td>3</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*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.

<table>
<thead>
<tr>
<th>ODE Course</th>
<th>EMIS Code</th>
<th>CTAN</th>
<th>CTAN Name</th>
<th>Required WebXam Score by Academic Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Programming</td>
<td>145060</td>
<td>CTPROG001</td>
<td>Computer Logic</td>
<td>55 or higher</td>
</tr>
<tr>
<td>Object Oriented Programming</td>
<td>145065</td>
<td>CTPROG002</td>
<td>Java Programming¹</td>
<td>55 or higher</td>
</tr>
<tr>
<td>Object Oriented Programming</td>
<td>145065</td>
<td>CTPROG003</td>
<td>C++ Programming¹</td>
<td>55 or higher</td>
</tr>
<tr>
<td>Visual Programming</td>
<td>145070</td>
<td>CTIT012</td>
<td>Microsoft .Net Fundamentals²</td>
<td>50 or higher</td>
</tr>
</tbody>
</table>

¹Students may only earn credit for CTPROG001 or CTPROG002, but not both, depending on the programming language taught in the course.

²Students must meet all requirements for ODE course 145070 or provide proof of successful completion of the MTA Exam 98-372 (or current equivalent).

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: _____________________________________________

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

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