



Memorandum

To: Career-Technical Center Directors and Superintendents

From: Dr. Paula Compton, Associate Vice Chancellor, Ohio Articulation and Transfer Network

Date: August 16, 2019

Subject: Updated Career-Technical Assurance Guide (CTAG): Mechanical Engineering Technology

I am pleased to announce an updated Career-Technical Assurance Guide (CTAG) that facilitates transfer from Ohio’s Public Secondary Career-Technical Institutions to Ohio’s Public Colleges and Universities in the area of Mechanical Engineering Technology. This memo provides an overview of the CTAG.

Mechanical Engineering Technology

The Mechanical Engineering Technology CTAG is a product of the Secondary Career-Technical Alignment Initiative (SCTAI), a collaborative effort between the Ohio Department of Higher Education (ODHE) and the Ohio Department of Education (ODE), which supports the legislative mandates in ORC 3333.162. Faculty experts from two-year and four-year institutions across the state researched similar courses statewide to develop learning outcomes. The faculty from public colleges and universities in Ohio agree that the learning outcomes and the aligned content from the ODE Career Field Technical Content Standards are equivalent to college-level courses. Through the statewide guarantee, secondary students will now have an opportunity to earn and transfer the CTAG credit among the public institutions of higher education. The attached assurance guide details the criteria that will provide secondary career-technical students the opportunity to earn credit for the approved CTANs. This letter addresses the need for the participation of secondary institutions.

The Mechanical Engineering Technology CTAG includes the following courses (CTANs):

Career-Technical Articulation Numbers (CTANs)	ODE/EMIS Course Numbers and Names
CTMET004 (OET010) Manufacturing Processes	175003 Manufacturing Operations
CTMET005 Computer Aided Design/Drafting	175006 Computer Integrated Manufacturing
CTMET006 Computer Numerical Control (CNC) Programming/Machining (NEW)	176007 CNC

The following steps must occur for secondary students to access college credit for these courses:

1. Secondary institutions must have pathway approval from the Ohio Department of Education. Certificate of Affirmation assurances are now incorporated into the CTE-26 application process. This assures that faculty teaching the course recognize that the course provides an opportunity for articulated credit and will adhere to the SCTAI alignment document as part of the course delivery.
 - a. Courses in the approved pathway will automatically be generated and appear as approved CTANs in the course Equivalency Management System (CEMS).
 - b. Institutions with prior pathway approval need not take action at this time.
2. Students must pass the corresponding End-of-Course examination with a qualifying score, which will be determined at the end of the 2019-2020 school year.
3. Students must work with their secondary institution(s) to ensure that their official high school transcript, official WebXam[™] scores, and the (CT)² Verification Form (available on our website), <https://www.ohiohighered.org/node/5076>, are submitted to the post-secondary institution(s) where the student chooses to enroll. The post-secondary institution must also be a part of the statewide agreement or offer the career-technical discipline to facilitate the transfer.

If you have any questions regarding the CTAG, please contact Nikki Wearly, Associate Director of SCTAI at nwearly@highered.ohio.gov or 614-728-2662.

For technical assistance with a submission, please contact Shane DeGarmo, Associate Director of Career-Technical Transfer Initiatives, at sdegarmo@highered.ohio.gov.