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**To:** Chief Academic Officers and Provosts

**From:** Paula Compton, Associate Vice Chancellor, Articulation and Transfer

**Date:** March 3, 2015

**Subject:** New Career-Technical Assurance Guide (CTAG): Air Transportation

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I am pleased to announce the creation and adoption of another new Career-Technical Assurance Guide (CTAG). This CTAG in Air Transportation facilitates transfer from Ohio's public secondary career-technical institutions to Ohio's public colleges and universities.

### Air Transportation

The Air Transportation CTAG was created through the Secondary Career-Technical Alignment Initiative (SCTAI), a collaborative effort between the Ohio Board of Regents (OBR) and the Ohio Department of Education (ODE) that supports the legislative mandates in ORC 3333.162. Faculty experts from two-year and four-year institutions across the state worked on the initiative to ensure similar academic content by examining and providing input into ODE Content Standards and then aligning those standards with post-secondary learning outcomes. A survey was sent to all University System of Ohio member institutions for review, comment, and endorsement. Findings favored the creation of a statewide agreement. The attached Assurance Guide details the criteria that will provide secondary career-technical students the opportunity to earn credit for the approved Career-Technical Articulation Numbers (CTANs):

Air Transportation: **CTAIR001** = 3 semester hours  
Aircraft Ground Operations: **CTAIR002** = 3 semester hours  
Aviation Meteorology: **CTAIR003** = 3 semester hours  
Introduction to Aviation: **CTAIR004** = 3 semester hours  
Private Pilot Theory: **CTAIR005** = 3 semester hours

Starting now, post-secondary institutions offering programs or courses in Air Transportation must submit their associated courses to the Course Equivalency Management System (CEMS) for faculty panel review. Because Air Transportation is a new CTAG, we encourage faculty from this discipline to work with their institution's CTAG coordinator to facilitate successful submissions to CEMS. Course submissions received by April 6, 2015 will be reviewed during the Spring CTAG Faculty Review period that runs from April 10<sup>th</sup> through May 11<sup>th</sup>.

Please review the attached CTAG document, as well as the FAQ Document, for information on how secondary students can access this credit at your institution.

I would like to thank all of those involved in this process for their dedication and support. If you have any questions please feel free to contact Tonya Ervin, Assistant Director of Career-Technical Initiatives at 614.387.1022 or [tervin@regents.state.oh.us](mailto:tervin@regents.state.oh.us) or Jamilah Tucker, Director of Career-Technical Initiatives at 614.466.0543 or [jtucker@regents.state.oh.us](mailto:jtucker@regents.state.oh.us).