

**PARTNERSHIP AGREEMENT  
BETWEEN  
BUCKS COUNTY COMMUNITY COLLEGE  
AND  
BUCKS COUNTY TECHNICAL HIGH SCHOOL**

**Collision Repair Technology**

**I. Purpose**

Bucks County Technical High School (BCTHS) and Bucks County Community College (BCCC) agree to collaborate in the planning, execution, and evaluation of an educational program in the occupational area of Collision Repair Technology. The objective of the program is to provide students with the opportunity to develop a technical knowledge and skill base, complete course work, and earn college credit toward an Associate Degree in Occupational Studies.

**II. Program Specifications**

**A. Pre and Co-requisites** – A person must be at least 18 years of age and a high school graduate to enter the program or enrolled as a secondary student at BCTHS in the Collision Repair Technology program. Students must also possess basic reading and math skills as measured by Bucks County Community College’s Assessment Testing Program (ATP). Students must complete a minimum of eight (8) hours of instructional time each week and/or a total of 120 hours per semester at BCTHS to remain enrolled. Act 34 clearance is required for adults.

**B. Program Length and Structure** – The program will consist of a total of 63 credits and culminate in an Associate Degree in Occupational Studies. A minimum of eighteen (18) technical course credits will be awarded for successful completion of the Collision Repair Technology course sequence. The Collision Repair Technology courses will be self-paced and performance based. The curriculum will meet or exceed the skills standards set by the Pennsylvania State Student Occupational Competency Testing (PSSOCT) (Attachment A). The anticipated length of this component of the program is 480 instructional hours (i.e. 4 semesters, 120 hours each). This sequence of courses shall be delivered at Bucks County Technical High School. Students may also complete two (2) years of related and successful work experience (a total of 4,000 hours of employment) at an approved work site and receive 15 college credits. This experience must be relatively broad based and occur under the supervision of an assigned mentor.

Finally, students shall complete ten (10) prescribed academic courses and earn 30 credits towards an Associate Degree in Occupational Studies. (See Attachment B for prescribed sequence of courses.)

**C. Credits Earned through PSSOCT** – An individual scoring at the advanced Level as determined by the PSSOCT exam score shall earn 18 BCCC credits. An individual completing and documenting two years of related successful work experience shall earn 15 BCCC credits. Academic courses at BCCC shall generate 30 college credits.

- D. Application for Credit** – After scoring at the Advanced Level on the PSSOCT exam, students should:
1. Submit copies of a competency sheet and Pennsylvania Skills Certificate to the Office of Admissions.
  2. Apply directly to BCCC’s Coordinator for Experiential Learning.  
To apply for work experience credit, students should forward a notarized summary of two years experience. (Note: This work experience may be completed before, during or after the student completes the curriculum requirement for the Associate Degree.)

### **III. Operational Considerations**

#### **A. Bucks County Community College agrees to the following:**

1. Grant student identification to all students enrolled in the program, including access to the Library and other educational facilities, upon receipt of BCCC application and application fee.
2. Provide credits on an official BCCC transcript indicating the student’s achievement in each course.
3. Assist in the preparation of promotional materials for the program and the promotion of this partnership initiative (e.g., parent/student orientation, etc.). Provide student advisement and counseling to encourage matriculation of students into the formal Associate Degree program.
4. Guarantee the acceptance of any graduated high school student successfully scoring at the Advanced Level on the PSSOCT into the Occupational Studies degree program.
5. Provide required academic courses for students to complete an Associate Degree.

#### **B. Bucks County Technical High School agrees to the following:**

1. Provide qualified faculty member(s) to teach program courses and to coordinate all instructional and laboratory activities.
2. Provide adequate classroom/laboratory space and instructional resources for delivering the technical course sequence of this program.
3. Administer and coordinate the written and performance examinations with the Craft Advisory Council in a manner consistent with PSSOCT standards.
4. Promote the partnership initiative and recruit students through a variety of marketing initiatives including direct mailers, open house, information sessions to school counselors, and field trips to BCCC, etc.
5. Maintain a record of student enrollment, progress, grades and instructional hours.

#### **C. BCCC and BCTHS shall mutually be in agreement to the following:**

1. BCCC and BCTHS are committed to providing equal educational opportunities. This encompasses persons in legally protected classifications and others in regard to race, color, national origin, sex, handicap, sexual orientation, age, and religion as well as disabled and military veterans. Each party will be responsible for its own compliance with the discrimination laws.

**BCCC/BCTHS PARTNERSHIP  
ASSOCIATE OF ARTS IN OCCUPATIONAL STUDIES**

**COLLISION REPAIR TECHNOLOGY**

**Option 1:** Achievement of Advanced Level on the PSSOCT testing. Competencies are assessed in written and performance testing which include:

18 credits

Automotive Construction and Design	Working with Interior Trim
Surface Preparation and Repair	Working with Hardware
Sanding Procedure	Knowledge of Jobs
Stripping Painted Surfaces	Working with Glass
Masking Procedures	Welding
Spray Equipment	Painting Procedures
Application of Undercoats	Detailing of Vehicles
Body-Metal Working	Servicing Batteries
Body Panel Removing and Replacing	Aligning Unitized Bodies
Work with Body Fiberglass/Plastic Rubber	Perform Estimating Procedures
Employability Skills	

Supervised Work Experience: Two years experience, 4000 hours, under the guidance of a BCTHS mentor at an approved work site.

15 credits

**Option 2:** ASE (Automotive Service Excellence) Certification

33 credits

Or

Certification in I-CAR (Interindustry Conference on Collision Auto Repair)

**Academic requirements---BCCC**

CISC100	Introduction to Computers
COMG110	Effective Speaking
COMP110	English Composition I
COMP114	Technical Writing
or	
OADM110	Business Communication
MGMT120	Business mathematics
SCIE101	Physical Science
HLTH110	Responding to Emergencies
MGMT100	Introduction to Business
	Integration of Knowledge
	Cultural Perspectives

**Total credits required for Associate Degree**

63 credits

Attachment B

