

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

**Retail Management**

**I. Purpose**

Bucks County Technical High School (BCTHS) and Bucks County Community College (BCCC) agree to collaborate in the planning, execution, and evaluation of a program in the area of Retail Management. The objective of the program is to provide students with the opportunity to develop a knowledge and skill base, complete course work, and earn college credit toward an Associate of Arts degree with a major in the Management/Marketing: Retail Management Emphasis program of study.

**II. Program Specifications**

**A. Credits Earned** - The BCCC courses which correspond to the competencies achieved while earning the Marketing/Distributive Certification at BCTHS are titled as follows:

|         |                   |           |
|---------|-------------------|-----------|
| MKTG110 | Selling           | 3 credits |
| MKTG135 | Retail Management | 3 credits |

**B. Application for Credit** - To receive college credit the student shall do or cause to be done the following:

1. Complete all of the requirements of and be granted the Marketing/Distributive Education Certification by BCTHS.
2. Be a high school graduate.
3. Follow regular College admissions procedures, and, in addition, request from his/her vocational school an official copy of his/her competency forms to be sent to the College Admissions Office.
4. Request (in writing) that the Coordinator for Experiential Learning at the College evaluate his/her competency forms for possible college credit under the terms of this partnership agreement.
5. Students must be enrolled in the Management/Marketing: Retail Management program of study at BCCC for the semester in which the credit is granted. These credits become part of the student's official transcript once the student is officially accepted by the College.

**III. Operational Considerations**

**A. 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.

**B. Bucks County Community College agrees to the following:**

1. The Assistant Academic Dean of the Business Studies Department will recommend to the Dean of Academic and Curricular Services the course(s) for which credit shall be granted.
2. After making the decision, the Dean of Academic & Curricular Services will advise the Assistant Academic Dean of the Business Studies Department as to the number of credits the student will receive under this agreement.
3. High School competency forms will be considered valid for two years after the student's high school graduation. Competency forms may be considered valid for up to four years from date of graduation if the applicant can document military experience or related work experience which occurred subsequent to the date of high school graduation.

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

1. Students will be made aware of the basis of availability of the partnership program for future college credit.
2. BCTHS will submit a list of students recommended for consideration in this program annually.
3. Transcripts and competencies will be dated and signed by the respective BCTHS officials.
4. BCTHS will maintain and, on request of students, send official copies of transcripts/competencies to BCCC.