PARTNERSHIP AGREEMENT
BETWEEN
BUCKS COUNTY COMMUNITY COLLEGE
AND
NORTH MONTCO TECHNICAL CAREER CENTER

Automotive Technology

I. Purpose

North Montco Technical Career Center (NMTCC) and Bucks County Community College (BCCC) agree to collaborate in the planning, execution, and evaluation of an educational program in the occupational area of Automotive 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 North Montco Technical Career Center in the Automotive 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 NMTCC 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 Automotive Technology course sequence. The Automotive Technology courses will be self-paced and performance based. The curriculum will meet or exceed the skills standards set by the National Occupational Competency Testing Institute (NOCTI). (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 North Montco Technical Career Center. 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 NOCTI** – An individual earning a Pennsylvania Skills Certificate as determined by the NOCTI 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 31 college credits.

D. **Application for Credit** – Students shall apply directly to BCCC, Business Studies Department via PLA (Prior Learning Assessment) upon receiving the Pennsylvania Skills Certificate. Application for work experience credit shall occur after receiving the Pennsylvania Skills Certificate by forwarding a notarized summary of two years work experience to the Business Studies Department via PLA (Prior Learning Assessment) at BCCC.

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 receiving the Pennsylvania Skills Certificate into the Occupational Studies degree program.
5. Provide required academic courses for students to complete an Associate Degree.

B. **North Montco Technical Career Center 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 Occupational Advisory Council in a manner consistent with NOCTI 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 NMTCC shall mutually be in agreement to the following:
   1. BCCC and NMTCC 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.
Required technical courses/options:

**OPTION 1:**
Automotive Technology
  - Record keeping/Customer Service
  - Preventative Maintenance
  - HVAC System Diagnosis and Repair
  - Emission System Diagnosis and Repair
  - Steering and Suspension System Diagnosis and Repair
  - Automatic Transmission and Driveline Diagnosis and Repair
  - Braking and Traction Control System Diagnosis and Repair
  - Engine performance Diagnosis and Repair
  - Electrical System Diagnosis and Repair
  - Engine Diagnosis and Repair
  - Starting and Charging System Diagnosis and Repair

**Supervised Work Experience:**
Two (2) years of related work experience reflecting 4,000 work hours under the supervision of a MBIT mentor at an approved work site. (15) credits

**OPTION 2:**
Automotive Service Excellence (ASE) Certification (33) credits

**OPTION 3:**
Non-Certified Experienced Worker (NOCTI) Occupational Testing Scores
- up to - (18) credits

**Work Experience:**
Six (6) years of related work experience for non-certified workers (15) credits

**Academic Series**

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<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CISC100</td>
<td>Introduction to Computers</td>
<td>3 credits</td>
</tr>
<tr>
<td>COMM110</td>
<td>Effective Speaking</td>
<td>3 credits</td>
</tr>
<tr>
<td>COM110</td>
<td>English Composition I</td>
<td>3 credits</td>
</tr>
<tr>
<td>COM114</td>
<td>Technical Writing</td>
<td>3 credits</td>
</tr>
<tr>
<td>MGMT120</td>
<td>Business Mathematics</td>
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</tr>
<tr>
<td>HTH110</td>
<td>Responding to Emergencies</td>
<td>3 credits</td>
</tr>
<tr>
<td>MGMT100</td>
<td>Introduction to Business</td>
<td>3 credits</td>
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<tr>
<td></td>
<td>Integration of Knowledge</td>
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<td></td>
<td>Cultural Perspective</td>
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<tr>
<td></td>
<td>Elective</td>
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<tr>
<td><strong>TOTAL CREDITS</strong></td>
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<td>(63) credits</td>
</tr>
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Attachment B