College Credit for Career & Technical Education Courses
Dual Credit/Tech Prep

The Puyallup School District has developed competency-based articulation agreements with our local colleges that help students transition from high school into post-secondary programs. Through these articulation agreements, colleges award credit to students who successfully complete college-equivalent courses and programs with a "B" or better while still in high school. Articulation agreements between the individual colleges and the school district define the criteria for equivalency and the granting of credit. The Puyallup School District has current articulation agreements with Renton Technical College, Highline College, Green River College, and Seattle Central Community College.

Procedures for Obtaining College Credit

Renton Technical College (RTC)
- Upon completion of the high school course, or at any time up to 2 years after high school graduation, students apply for admission at RTC and pay the applicable fee. See http://www.rtc.edu/StudentServices/GetStarted/ for admissions information.
- Students submit an official copy of their high school transcript to the registration office and request a transcript review for dual credit courses.
- RTC awards college credit based on the articulation agreement in place during the year that the student completed the course with a grade of "B" or higher.

Highline College (HC)
- Apply for admission with Highline College and obtain a Student Identification Number. You can find information on how to apply for admission at www.highline.edu
- After you have applied for admission, e-mail Alice Madsen at amadsen@highline.edu and indicate that you are applying for college credit for your high school Career & Technical Education courses. Include in the e-mail your Student Identification Number.
- Request an OFFICIAL transcript from your high school. Have the transcript mailed to: Alice Madsen, Highline College, PO 98000, Des Moines, WA 98198
- Please allow 2-3 weeks for processing.
- Alice Madsen will e-mail you when your college transcript is ready.
- Highline College awards college credit based on the articulation agreement in place during the year that the student completed the course with a grade of "C" or higher.

Green River College (GRC)

Please note that courses will NOT automatically be transcribed onto the official Green River College transcript. Students must earn a "C" or better in each Tech Prep class and request courses to be transcribed by completing the following steps:

- Apply for admission online. Once application is processed, Green River College student id number (SID) will be emailed to the email account listed on the application for admission
- Pay $20 application fee
- Submit a Tech Prep Transcription Request form with an official high school transcript (transcript must be in a sealed envelope from the high school) to Enrollment Services
- Access Green River College email account. All further communication will be sent to and/or from this account.

Once Tech Prep courses have been evaluated and transcribed, notification will be sent to the students Green River College email account. Student may request an official transcript.

Students must allow two weeks for processing.

Seattle Central Community College (SCCC) -American Sign Language classes only
See your American Sign Language teacher for applications and instructions.

If you have any questions about the process of earning college credit for Career & Technical Education courses taken in high school, contact the Career Specialist at your high school.