

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT

TRAVEL, EXPOSITION AND MEETING MANAGEMENT

TRANSFER OF TECH PREP COLLEGE CREDIT (Petition for College Credit Worksheet)

Check the Independent School District (ISD) where you completed your high school Tech Prep coursework:

Carrollton/Farmers Branch
 Coppell
 Dallas
 Mesquite

- Check if this is your first time completing this form
- Check if you have completed this form on –line

- This Tech Prep program of study is currently offered at **RICHLAND COLLEGE only**.
- The following is a list of approved **Tech Prep** high school courses and the corresponding college courses. Identify which of the following **Tech Prep** high school courses make you eligible to petition for Tech Prep college credit. Circle the final performance letter grade you received in that course. **Please use the following grading system on a 4.0 scale: A=90 to 100 & B=80 to 89**

<i>Projected Grade</i>	<i>Abbreviation</i>	<i>High School Course</i>	<i>College Equivalent</i>
A B	TRAVTOUR	Travel & Tourism Marketing	TRVM 1345 Travel & Tour Sales & Mkt. Techniques
A B	SERVMKT	Services/ Marketing	TRVM 1300 Into to Travel & Tour
A B	ADVBCIS1	Bus. Computer Info. Sys. II	ITSC 1401 Intro to Computers
A B	KEYBRDG or WDPROAPP or BEGBCIS1	Keyboarding Word Processing Appls. Bus. Computer Info. Sys. I	POFT 1127 Keyboarding

- The student **must** declare a major by filing a degree plan toward an associate degree or certificate program.
- The student **must** request articulated credit within **15 months** after high school graduation.

STUDENT INFORMATION

Print Student Name _____ Phone Number _____

Address _____ City _____ State _____ Zip Code _____

Current Grade Level (Check One): 11 _____ 12 _____ Date of Graduation _____

I hereby petition for Tech Prep College credit I completed at _____ high school.

Student Signature and Date

High School Instructor/Counselor Signature

Social Security Number

Date