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## **MEMORANDUM**

**TO:** Designated Florida College System Presidents  
Designated School District Superintendents  
Designated Career Center Directors

**FROM:** Kathy Hebda, Chancellor, Division of Florida Colleges  
Jacob Oliva, Chancellor, Division of Public Schools  
Henry Mack, Chancellor, Division of Career and Adult Education  
Rod Duckworth, Executive Director, Office of Articulation

**DATE:** April 10, 2020

**SUBJECT: Implementation of Regional Career Pathways Agreements**

### **Background**

House Bill 7071, signed by Governor DeSantis on June 24, 2019, (chapter 2019-119, Laws of Florida) enacts [section 1007.233](#), Florida Statutes (F.S.). This statute requires the following:

- (1) Each career center and Florida College System (FCS) institution with overlapping service areas must annually submit to the Florida Department of Education (the department), **on or before May 1\***, a regional career pathways agreement for each certificate program offered by the career center that is aligned with an associate degree offered by the FCS institution in the service area.*
- (2) Each career pathways agreement must guarantee college credit toward an aligned associate degree program for students who graduate from a career center with a career or technical certificate and meet specified requirements in accordance with the terms of the agreement.*
- (3) Each career pathways agreement must outline certificate program completion requirements and any licenses or industry certifications that must be earned before enrolling in an associate degree program. Articulated college credit must be awarded in accordance with the agreement upon initial enrollment in the associate degree program.*

**\*May 1, 2020 deadline has been extended until June 30, 2020.**

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### Implementation Update and Assistance

The department recognizes that FCS institutions and career centers need flexibility to design and develop regional career pathways agreements; therefore, we will not require these agreements to conform to a department-issued template. To that end, we have identified the following key components to be addressed in your regional career pathways agreement, in addition to local elements determined by the FCS institution and the career center.

### Regional Career Pathways Agreement Core Elements

Component Name	Brief Explanation	Required in agreement
Institution Names	Identifies the legal entities (career centers and FCS institutions) that are party to the regional agreement.	Yes
Contact Names	Identifies the FCS institution and career center contacts, in the event there are additional questions.	Yes
Career Certificate Program Name: 10-digit CIP Number: Program Number: Program Length:	Key career certificate identification information associated with the program that is part of the regional agreement.	Yes
Associate Degree Program Name: 10-digit CIP Number: Program Length:	Key program identification information associated with the associate degree program that is part of the regional agreement.	Yes
College Credit	A description of the minimum guarantee of college credit to be awarded by the FCS institution toward the award of the associate degree associated with the regional agreement.	Yes
Disclosure statement (if applicable)	If applicable, a statement that explains that regional agreements may not award less credit than the amount guaranteed through existing statewide articulation agreements in accordance with section 1007.233, F.S.	Yes, where statewide agreements exist
Presence of Statewide Agreement and College Credit Guarantee (if applicable)	If a statewide agreement is available, a description of the minimum guarantee of college credit to be awarded by the FCS institution toward the award of the associate degree associated with the <u>statewide</u> agreement. This should be included if the regional agreement supplements a statewide agreement.	Yes, if available

Component Name	Brief Explanation	Required in agreement
SCNS Courses	<p>A description and/or listing of the <a href="#">SCNS course(s)</a> students will receive credit for by the FCS institution toward the award of an associate degree pursuant to the regional agreement.</p> <p>*When accessing the above SCNS link, the “Find a Course” tab at the top of the page should take you to the information you’ll need for the agreement.</p> <p>*This is a public access site, so <u>no username or password is needed.</u></p>	Yes
Student Validation Mechanism	<p>A statement that explains how students are awarded credit toward award of the associate degree upon initial enrollment in the program.</p>	Recommended
Career Certificate Completion Requirements	<p>A description and/or listing of the career certificate completion requirements, which may include information about demonstration of Basic Skills Exit requirements, satisfactory GPA, or other completion information identified in the career center’s student catalog.</p>	Yes
Licenses or industry certifications	<p>A description and/or listing of any licenses or industry certifications (if applicable) that must be earned before enrolling in associate program associated with the agreement.</p>	Yes, if applicable
Admissions information	<p>A description of the FCS institution’s admissions requirements, including those mandatory for the corresponding associate degree program named within the agreement, as well as the common placement testing requirements outlined in section 1008.30, F.S., and Rule 6A-10.0315(2), Florida Administrative Code (F.A.C.).</p>	Recommended
Limitations	<p>A statement detailing the length of time within which career certificate graduates must enroll in the corresponding associate degree program in order to be granted college credit guaranteed by the receiving FCS institution’s regional agreement.</p>	Yes

Component Name	Brief Explanation	Required in agreement
Signature lines	Signatures of FCS institution president, district superintendent and career center director (or their designees) involved in regional agreement implementation.	Yes
Review and renewal date (if applicable)	A description of when the agreement is scheduled to be reviewed for renewal, modification or termination.	Yes

FCS institutions and career centers in overlapping service areas may decide to utilize an existing statewide agreement in lieu of executing a regional career pathways agreement. The presence of a statewide agreement does not preclude the awarding of additional credits by any FCS institution through a regional career pathways agreement; however, regional agreements may not award less college credit than the amount guaranteed through an existing statewide agreement. The Articulation Coordinating Committee (ACC) recently approved new [Statewide Career Pathways Agreements](#), for a total of 33, which guarantee minimum college credit for career certificate completers who enroll in associate in science/associate in applied science degree programs.

#### **Agreement Submission Process**

A list of each FCS institution and each career center that share overlapping service areas has been provided for planning purposes and can be accessed using this [link](#).

The department has also provided a [survey link](#) for designated FCS staff to enter the completed regional career pathways agreements on behalf of the FCS institution and its respective career center. **All regional agreements must be submitted to this link by June 30, 2020.**

We look forward to reviewing your submissions, as they will help provide the basis for future statewide agreements. For questions regarding regional career pathways agreements, please contact Yolanda Singletary at 850-245-9028 or [Yolanda.Singletary@fldoe.org](mailto:Yolanda.Singletary@fldoe.org).

KH/JO/HM/RD/ys

cc: FCS Occupational Deans  
Chief Academic Officers  
Carrie Henderson, Executive Vice Chancellor, Florida College System  
Tara Goodman, Vice Chancellor, Division of Career and Adult Education  
Kathleen Taylor, Bureau Chief, Division of Career and Adult Education