

MEMORANDUM

TO: College Community

FROM: Dr. R. Ray D. Somera
Vice President for Academic Affairs

SUBJECT: Implementation of Dual Credit Articulated Program of Study (DCAPS)
Agreements

DATE: April 9, 2012

It has been almost two years since the campus dialogue on DCAPS agreements began, when the report, "Establishing Guam's CTE Career Pathway System" was first published in AVP SAGA Reports in fall 2010. As a collaborative product of GCC faculty and administrators, the report recommended that DCAPS agreements, guidelines, and procedures be adopted by the Guam Community College in order to align the courses between its secondary and post-secondary CTE programs.

With the completion of the Dual Credit Articulated Program of Study (DCAPS) agreements and guidelines within the past year, DCAPS agreements will start implementation, *effective spring 2012*, for the following CTE programs:

Automotive
ProStart
Lodging Management
Early Childhood
Electronics-Computer Networking
Marketing

The following guidelines will govern the implementation of DCAPS, based on best practices of other institutions with dual credit programs:

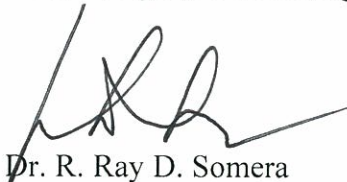
- 1) There will be a limit of nine (9) postsecondary articulated credits to be awarded upon successful completion of respective aligned secondary courses at no cost; a student may be immediately awarded three (3) or more postsecondary credits as a result of successfully completing one secondary aligned course.
- 2) Students must complete at least nine (9) credits at the college before the remaining articulated postsecondary credits are awarded and the student must apply for these postsecondary credits to be awarded within two years after completing high school.

- 3) If a student fails to apply for DCAPS within two years, the credits will be considered null and the credits must be acquired through the successful completion of its corresponding postsecondary course(s).
- 4) A dual credit recording fee will be assessed to award the remaining postsecondary credits should a program contain a DCAPS agreement that states that there are more than nine credits. The cap per program is 15 postsecondary credits to be awarded. The dual credit recording fee will follow the \$30 recording fee for all EMI Independent Study courses in the Emergency Management Program.
- 5) All programs participating in DCAPS will have a course grade of "B" or better as a minimum requirement for articulation of courses.

The possibility of expanding DCAPS to other CTE programs, as well as increasing the number of articulated courses, while retaining the academic rigor required of these programs, remain open for future discussion and dialogue. It will be the TSS Associate Dean's responsibility to monitor, review, and assess the efficacy of the DCAPS initiative through periodic reports to the Vice President for Academic Affairs via the Deans.

Finally, in fall of 2011, requests have been made at the Registrar's office to articulate credits through the DCAPS program. The Registrar's office has these documents on file pending official implementation of the program. With this implementation memo, these documents requesting articulation will therefore fall under the 2012 guidelines of the newly implemented DCAPS program.

Please be guided accordingly.



Dr. R. Ray D. Somera
Vice President for Academic Affairs