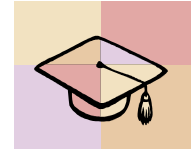


TECH PREP

REQUEST/RESPONSE FORM



High School Requesting Articulation

High School: _____

Primary Contact: _____ Position/Title: _____

Address: _____ City/State/Zip: _____

Phone Number: (____) _____ Email: _____

NOTE: Please fill out *one* form for *each* course articulation requested.

HIGH SCHOOL COURSE	LAMC COURSE

Documentation

Please include the following documentation with this request.

1. A description of the high school, adult school, career or magnet program related to the course for which articulation is requested.
2. A course syllabus, which includes topics covered, textbook used, standards and objectives.
3. Samples of exam, major assignments, and evaluation methods.
4. Other material that demonstrates course vigor and college level content.

LAMC DEPARTMENT RESPONSE OFFICE USE ONLY

Department: _____ Date: ____/____/____

Faculty: _____ Phone: (____) _____ Ext. _____

Department Response:

- Course approved for articulation (Credit by Exam attached)
- Course approved for articulation (Credit by 2+2)
- Request for Additional information
 - More Detailed Course Description
 - Description of Equipment
 - Other _____
- Revision of Course Curriculum required to meet approval (refer to attached comments)
- Meeting with High School
- Articulation Request Denied (refer to attached comments)