

Memorandum of Understanding:

between

**New York City College of Technology
Department of Business
300 Jay Street, Brooklyn, New York 11201**

and

**1) William H. Maxwell Career & Technical Education High School
New York City Department of Education
145 Pennsylvania Avenue, Brooklyn, New York 11207**

**2) Queens Technical High School
New York City Department of Education
37-02 47th Avenue, Long Island City, NY 11101**

2022-2027

General Information: This program articulation agreement is intended to facilitate the award of credit/exemption by New York City College of Technology for study in William H. Maxwell Career and Technical Education High School's and Queens Technical High School's Cosmetology or Barbering programs. The fundamental premise of this agreement is to allow those students who have successfully completed these courses to continue their education at New York City College of Technology and earn an Associate's degree or its equivalent in the career, technical, or trade subject area.

General Requirements and Limitations

Admission to New York City College of Technology under this agreement will be subject to the following requirements:

1. Completion of high school diploma and completion of the Cosmetology or Barbering sequence at Maxwell CTE High School, or Queens Technical High School.
2. Registration at New York City College of Technology within one year of high school graduation in the Business Department Marketing Management and Sales AAS program.
3. Students who do not meet the placement criteria in mathematics, reading, and writing are not eligible for this memorandum of understanding. Students who enter City Tech and successfully complete remedial course work to satisfy these requirements may be considered for the Advanced Standing waivers as described below.

Advanced Standing

Applicants will be given advanced standing by waiving the following NYCCT courses with appropriate assessment scores as indicated in the chart below.

Maxwell CTE High School (Cosmetology)/Queens Technical High School (Cosmetology or Barbering)	Business Equivalent	New York City College of Technology Articulated waiver	Maxwell/Queens Tech Assessment Methods
Maxwell: Salon Entrepreneurship (90 hours) Queens Tech: Cosmetology or Barbering Sequence	MKT 2327 Entrepreneurship*	Advanced Standing	Grade of 85 or higher
CTE Endorsed Diploma	MKT 2327 Entrepreneurship*	Advanced Standing	Passing:

			All three parts of their CTE technical assessment
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- Students may receive the waiver for MKT 2327 by fulfilling either the course or the CTE Endorsed diploma

Advanced standing does not provide college credit for previously taken high school courses, but it recognizes that the student has had prior exposure to introductory concepts within the discipline. Based on the number of awarded advanced standing, student will be required to take additional discipline course work to achieve the requisite number of requirements.

Department of Business

New York City College of Technology

and

William H. Maxwell Career & Technical Education High School

New York City Department of Education

or

Queens Technical High School

New York City Department of Education

The Department of Business at New York City College of Technology agree to collaborate with William H. Maxwell Career & Technical Education High School's or Queens Technical High School's Cosmetology or Barbering Department as follows:

- Curriculum Review
- Recruitment to Business Department (ex: articulation assemblies, field trips)
- Membership on Advisory Commissions
- Membership on Self Study Team
- Planning for high school programs in Cosmetology/Barbering
- Advisement for incoming students
- Career information and support
- Assistance in developing College Now and/or Work Based Learning affiliations in the field

The roles and responsibilities of William H. Maxwell Career & Technical Education High School's Cosmetology Department and Queens Technical High Schools Cosmetology or Barbering Department:

- Ensure that students' in the Cosmetology/Barbering program are in college prep and/or College Now courses;
- Ensure that students' in the Cosmetology/Barbering program have completed the CTE sequence and pass all three areas of the technical assessment;
- Provide a career guidance program in grades 9 – 12 that allows students to make informed career choices in the areas related to careers in education;
- Support students' efforts towards achieving their academic and career goals through the use of intensive advisement and appropriate interventions;
- Arrange for representatives from the Business Department to speak with Cosmetology/Barbering students about college opportunities;
- Design, review and upgrade curriculum and program standards that will provide a smooth transition from high school programs to post-secondary programs.

- Name a faculty representative to serve as a member of the Business Department's Advisory Commission.

This agreement will be effective January 1, 2022 through June 30, 2027.

Required signatures on next page

Agreed and Accepted for New York City of Technology:

Pamela Brown

February 9, 2022

Dr. Pamela Brown

Date:

Provost

New York City College of Technology

Lucas Bernard

02/07/2022

Dr. Lucas Bernard

Date:

Chairperson – Department of Business

New York City College of Technology

Agreed and Accepted for New York City Department of Education:

1/26/22

Harini Venkatesh

Harini Venkatesh

Date:

Executive Director, Career and Technical Education, Office of Postsecondary Readiness

New York City Department of Education