



Memorandum of Understanding Between

**New York City College of Technology/CUNY, Department of Health and Human Services
and
William H. Maxwell Career & Technical Education High School
New York City Department of Education**

2018-2023

New York City College of Technology, CUNY (NYCCT) hereby establishes a memorandum of understanding for students completing the degree program at the William H. Maxwell Career & Technical Education High School's Health Care Department.

The William H. Maxwell Career & Technical Education High School's Health Care Department students who have successfully completed the high school's Health Care program and have been accepted into the College for admission into a baccalaureate program will be:

- Guaranteed admission into the Department of Health and Human Services program, for those meeting the admissions criteria, on a space available basis.
- Eligible for advanced standing in one required Human Services Associate Degree health course. Advance standing is contingent on review of student's work by appropriate NYCCT faculty. To qualify, student's health care portfolios must be comparable in quality and complexity to work executed by current Health and Human Services college students. Recommendation letters will also be considered in the review of student competencies. Students will be notified of the decision on advanced standing in writing.

Advanced standing does not provide college credit for previous high school courses, but recognizes that the student has had prior exposure to introductory concepts within the discipline. Further and or alternative assessment of student ability may be requested. Students will be required to take additional advanced courses in Health and Human Services so as to complete the required credits in the major.

Course Transfer Matrix

Transfer of courses to New York City College of Technology will be accomplished according to the following matrix:

Maxwell CTE High School	Health and Nutrition Sciences Equivalent	New York City College of Technology Articulated Credit	Maxwell Assessment Method
Health Care sequence	One Elective Course	Exemption	CTE Endorsed Diploma*
Passing the Health Informatics NOCTI written exam			
Becoming CRP and AED certified			
Passing the project assessment			

* A CTE Endorsed Diploma is a High School Diploma with honors in a specific CTE field. For students to receive a CTE Endorsed Diploma, students must successfully pass all the courses in the sequence and pass all three parts of the technical assessment: NOCTI's Health Informatics written exam (on line), the practical portion of becoming CPR and AED certified and, successfully completed the public health project.

The Department of Health and Human Services at New York City College of Technology agrees to collaborate with William H. Maxwell Career & Technical Education High School's Health Care Department, when possible, as follows:

- Curriculum Review
- Recruitment to New York City College of Technology (ex: assemblies, field trips)
- Membership on Advisory Commissions
- Membership on Self Study Team
- Planning for high school programs in Health and Human Services
- Advisement for incoming students
- Career information
- Supporting efforts of CUNY/DOE/SED to increase/improve advanced degree programs for high school students
- Investigation of models for a more seamless transition for high school students
- Assistance in developing College Now and/or Work Based Learning affiliations in the field

The William H. Maxwell Career & Technical Education High School's Health Care Department agrees to collaborate with the Department of Health and Human Services at New York City College of Technology, when possible, as follows:

- Ensure that students' in the Health Care program are in college prep courses;
- Provide a career guidance program in grades 9 – 12 that allows students to make informed career choices in the areas related to careers in the Health and Human Services industry;
- Support students' efforts towards achieving their academic and career goals through the use of intensive advisement and appropriate interventions;

- Arrange for representatives from the Health and Human Services department to speak with Health Care 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.

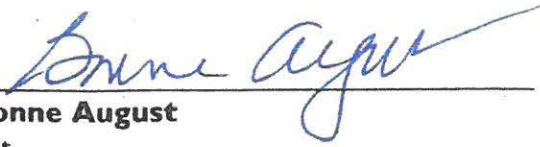
Upon approval of this agreement, all cooperating agencies will publicize it in their brochures and other recruitment and admissions materials. NYCCT reserves the right to make the final determination of advanced placement of students: efforts will be made to accommodate all qualified students on a space available basis.

This agreement shall be in effect upon signing by both parties and may be revised by mutual agreement of both parties. Curriculum, equipment and facilities may be reviewed at any time upon written request of either party.

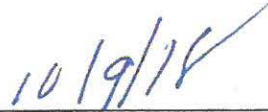
The term of this agreement shall commence as of September 1, 2018 and shall remain in effect until August 31, 2023.

Required signatures on next page

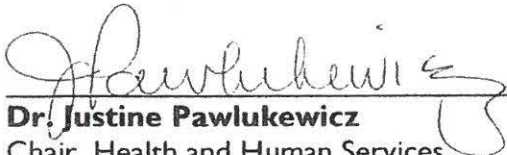
Agreement Accepted for The New York City Department of Education by:



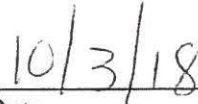
Dr. Bonne August
Provost
New York City College of Technology



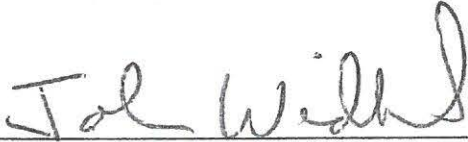
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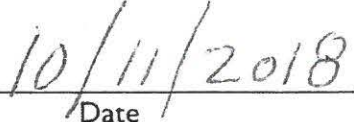
Dr. Justine Pawlukewicz
Chair, Health and Human Services
New York City College of Technology



Date



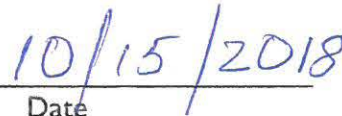
John Widlund
Executive Director, Career & Technical Education
Office of Postsecondary Readiness
NYC Department of Education



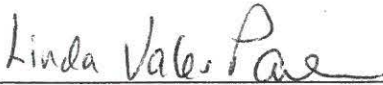
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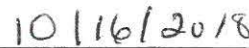
Jocelyn Badette
Principal
William H. Maxwell CTE High School



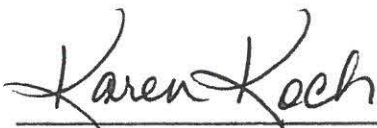
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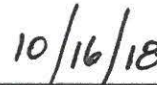
Linda Vales-Paulin
Assistant Principal – Health Careers
William H. Maxwell CTE High School



Date



Karen Koch
CTE Director/Articulation Coordinator
William H. Maxwell CTE High School



Date