



Fullerton College Career and Technical Education - CTE/ROP Articulation

Student Articulation Procedure/Checklist

Steps		Date Completed
1	Student enrolls in and completes with a grade of “B” or better* an articulated high school/ROP course <i>*grade requirements may vary by course – check with your high school/ROP instructor.</i>	
2	Student obtains and completes CTE Articulation Certification Form from high school / ROP instructor.	
3	Student enrolls in Fullerton College and completes the Matriculation program (assessment, orientation, and advisement).	
4	Student sends CTE Certification form and a sealed official high school or ROP transcript to CTE Director at Fullerton College (<i>see name/address below</i>)	
5	Student successfully completes a minimum of six academic units with a grade of “C” or better within two years of completing high school/ROP articulated course.	
6	Student completes the Credit By Examination form. Procedures for this form can be found on the form.	
7	Student sends or gives a Fullerton College unofficial or official transcript (<i>with at least 6 units of successful Fullerton College academic credit</i>) to attention: Fullerton College, Martha Payan-Hernandez, CTE Director.	
8	CTE Director will send the student’s articulation form, high school/ROP and Fullerton College transcripts to the Admissions and Records office for processing.	
9	The Admissions and Records office will issue college credit for the articulated course(s) and notify the CTE Director.	
10	CTE Director will notify the student that they have completed the articulation process and received credit on their transcript for the articulated course(s).	

Questions? Contact:
(714) 992-7585 | mpayan@fullcoll.edu

Please send completed forms to:

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CTE Director
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