

# College Credit Articulation Form

Waubonsee Community College, College of DuPage, Elgin Community College,  
Joliet Junior College and Kishwaukee College



## Student Instructions

- Step 1** Earn an A or B in each semester of an articulated course. Turn this page over for courses eligible for articulated credit at your school.
- Step 2** Complete this application. Then turn this page over and mark the articulated courses in which you earned an A or B.
- Step 3** Submit an official high school transcript and this form completed front and back to VALEES.

VALEES Office:  
Route 47 at Waubonsee Dr., Auditorium - 108  
Sugar Grove, IL 60554  
(630) 466-2953  
(630) 466-9621 Fax  
jmoran1@waubonsee.edu

## Student Completes

Name: \_\_\_\_\_

Email: \_\_\_\_\_ Telephone: \_\_\_\_\_

Address: \_\_\_\_\_  
*Street Address* *City* *Zip Code*

High School or Career Center: \_\_\_\_\_ Graduation date or last semester attended: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Student Signature: \_\_\_\_\_

*\*Submission of this form authorizes the release of my high school transcript to VALEES.*

## VALEES

Director Signature/  
Credit Hours Eligible: \_\_\_\_\_ / \_\_\_\_\_  
*Director Signature* *Credit Hours*



## Student Instructions Continued

- Step 4** Take VALEES Director signed and stamped form to Registration and Records along with the \$10 transaction fee to any of Waubonsee Community College's campuses. At the Sugar Grove Campus, Registration and Records is in the Student Center Second Floor.

## Registration and Records

Amount received: \_\_\_\_\_ Recorded by: \_\_\_\_\_ Date: \_\_\_\_\_

**Articulated credit requirements:** Credit must be requested within two years of high school graduation or last date of high school attendance. Student must enroll in a Waubonsee Community College course for posting of college credit to the transcript.

**Oswego High School  
2023-2024**

**Articulated Credit**

Check Classes Taken	Oswego High School	Waubonsee Community College		Credits	VALEES Director Approval
	Accounting 2 (12104A002)	ACC 101	Introduction to Accounting	3	
	Advanced Business Technology (12002A001)	CIS 108	Comprehensive Word Processing	3	
	Advanced Computer Aided Drafting & Design (21102A001)	CAD 102	AutoCAD I	3	
	Automotive Services Operations (20104A002)	AUT 100	Maintenance and Light Repair	2	
	Early Childhood 2 (19055A001)	ECE 101	Introduction to Early Childhood Education	3	
	Introduction to Technical & Computer Aided Drafting & Design	CAD 100	Technical Drawing I	3	
	Metalworking & Manufacturing 1 (13203A007) <b>and</b> Metalworking & Manufacturing 2 (13203A001) <b>and</b> Advanced Metalworking & Manufacturing (13203A002)	MTT 110 WLD 100 WLD 115 WLD 120	Print Reading for the Trades <i>and</i> Survey of Welding <i>and</i> Oxy-Fuel Welding and Cutting <i>and</i> Shielded Metal Arc Welding I	3 3 3 3	
	Honors Introduction to Athletic Training and Sports Medicine (14062A001)	KPE 150	Basic Prevention and Care of Athletic Injuries	3	
	Technology Applications (10004A001)	CIS 105	Introduction to Windows	1	

**Industry Certification - Proficiency Credit for Prior Learning**

Certification	Waubonsee Community College		Credits
OSHA 10	MTT 100	Safety Principles	1
Directions: Complete Prior Learning Assessment (PLA) form, bring OSHA 10 card and PLA form to Akerlow Hall 230 for the Dean of Business and Career Technologies			
Certification	Joliet Junior College		Credits
ServSafe Manager	CA 106	Applied Food Service Sanitation	2
Certification	Elgin Community College		Credits
ServSafe Manager	CUL 106	ServSafe Manager Certification	1
Certification	College of DuPage		Credits
ServSafe Manager	Culin 1120	Sanitation	1
<b>Directions:</b> Review attached fliers for specific directions by community college.			

# Prior Learning Assessment Form

Institutional Credit by Exam, Professional Training, Industry Certification and Licensure, and Faculty Evaluation



**WAUBONSEE**  
COMMUNITY COLLEGE

Student X # \_\_\_\_\_

Date \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

#/street – city – state – zip

phone \_\_\_\_\_

I am applying for credit for learning that occurred in Institutional Credit by Exam, Professional Training, Industry Certification and Licensure, or Faculty Evaluation. I believe this is equivalent to the learning that would occur in the following Waubonsee course(s):

Course Prefix- Number	Title	Credit Hours

I understand that Waubonsee Community College reserves the right to review the evidence of learning outcomes achieved through prior learning, to determine Waubonsee course equivalencies for this prior learning, to evaluate the extent to which evidence indicates knowledge and skills commensurate with those expected of a student earning a C in the course(s), and to award proficiency credit accordingly. I further understand that submission of evidence does not in any way obligate the College to award credit. To register credit, this completed form should be returned to Registration and Records with the \$10.00 recording fee.

Student Signature: \_\_\_\_\_

Submit to Division Dean for approval

**Students do not write below this line**

Describe the evidence and process for assessing the evidence that was used to evaluate the learning outcomes, knowledge and skills commensurate to those expected of a student completing the equivalent Waubonsee course(s). Attach copies of industry certification or other documentation as necessary.

Evidence assessed	Process (examples: evaluation, oral/written exam, etc.)	WCC Course Prefix-Number

Signature of Faculty \_\_\_\_\_

Date \_\_\_\_\_

Signature of Dean \_\_\_\_\_

Date \_\_\_\_\_

Amount Charged (FCPA) \_\_\_\_\_ Date Charged \_\_\_\_\_ Credit Recorded \_\_\_\_\_

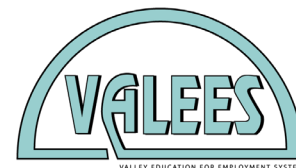


# DO YOU HAVE SERV SAFE MANAGER CERTIFICATION?

You can claim college credit at Joliet Junior College for the course CA 106 Applied Food Service Sanitation. Bring a copy of your Serv Safe Manager Certificate to Joliet Junior College Culinary Arts Room 2004.



235 N Chicago St.  
Joliet, IL 60432  
815-280-1255





# DO YOU HAVE SERV SAFE MANAGER CERTIFICATION?

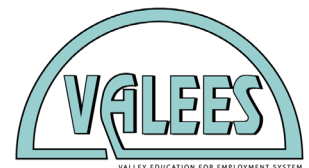
Earn proficiency credit at Elgin Community College for CUL 106 Serv Safe Manager Certification.

Contact Kimberly Rother at [krother@elgin.edu](mailto:krother@elgin.edu) or call 847-214-7754.

1700 Spartan Dr,  
Elgin, IL 60123  
847-697-1000



Elgin  
Community  
College







# DO YOU HAVE SERV SAFE MANAGER CERTIFICATION?

Earn proficiency credit at  
College of DuPage for  
CULIN 1120 Sanitation.

Contact Timothy Meyers at  
[meyerst@cod.edu](mailto:meyerst@cod.edu) or call  
630-942-3223.



425 Fawell Blvd.,  
Glen Ellyn, IL 60137  
630-942-2800

