



**Internal Articulation Agreement
Credit for Industry Certification**

Industry Certification: Microsoft Office Specialist Associate (MOS) in Office 2016 information is shown here:
<https://www.microsoft.com/en-us/learning/certification-overview-mos.aspx>.

Bundle of MOS exams in Word, Excel, and Access Statewide industry certification code: MICR0017
 State Articulation information is shown on <http://www.fldoe.org/academics/career-adult-edu/career-technical-edu-agreements/industry-certification.stml>

Effective Term: 202040 Revision: 06/11/2020

Eastern Florida State College (EFSC) will award postsecondary college credit to eligible students who have earned the Industry Certification named above and have passed the MOU exams in Word, Excel and Access. *The student will not be charged tuition or fees for the postsecondary credit awarded through this agreement.*

EFSC will award credit for the following course(s):

College Course Number	EFSC College Course Title	College Credit
CGS 2100	Microcomputer Applications	3

How to obtain credit for industry certification

No later than three years after obtaining the certification, student must:

1. Be an active student in good standing at EFSC, currently enrolled in one of the programs listed above. Student’s major must reflect this program.
2. Satisfy all admissions requirements.
3. Successfully complete EFSC credits as specified above. Courses must be completed with a grade of "C" or higher.
 - a. Student will follow degree requirements of the catalog in effect at the time major is declared
 - b. If student does not maintain continuous enrollment at EFSC, student will follow requirements of the catalog in effect at the time of readmission
4. Student must complete 25% of the degree requirements through traditional coursework at EFSC.
5. Upon completion of the above requirements, student must submit the *Petition for Articulated Credit* form, **along with a legible copy of the certificate**, through the Office of Career and Technical Programs to the Office of the Registrar, CO Bldg. 2-020, 1519 Clearlake Rd, Cocoa, FL 32922.
6. Industry certification must not be expired at the time credit is requested.

Address questions regarding this agreement to the appropriate EFSC program faculty, the EFSC Office of Career and Technical Programs, or the EFSC Office of the Registrar. This agreement shall be reviewed every two years, and will remain in effect until revoked or terminated by the College.

SIGNATURES

Dr. Nelly Cardinale 6-11-2020
 Faculty Designee/Title Date

Dr. Nelly Cardinale 6-11-2020
 Program Manager/Dept or Cluster Chair Date

[Signature] 7/14/2020
 Chair, Academic Affairs Council Date

[Signature] 7/15/2020
 EFSC President or Designee Date