

MEMORANDUM OF UNDERSTANDING  
ADVANCE STANDING CREDIT

**ACCOUNTING OPERATIONS**

Brevard Community College (BCC) will award postsecondary advance standing credit to eligible high school students who have graduated from Brevard Public Schools and completed the secondary Career and Technical Education program courses in Accounting. *The student will not be charged tuition or fees for the postsecondary credit awarded through this advance standing credit agreement.* Listed below are the courses that must be completed at the secondary level:

Course Number	High School Course Title	High School Credit
8203310	Accounting 1	1
8203320	Accounting 2	1

BCC will award advance standing credit for the following courses towards the applicable BCC Accounting Operations Postsecondary Adult Vocational (PSAV) Certificate program:

Course Number	Brevard Community College Course Title	PSAV Credit
ACO 0002	Accounting 1/10 Key	3
APA 0122	Accounting 2	3

The procedure for obtaining the advance standing credit will be in accordance with the guidelines below.

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1. Student must meet the following criteria:

- Cumulative grade point average of 3.0 in the above mentioned Brevard Public School Accounting courses.
- High School Diploma or GED
- After graduation, apply to BCC and select the Accounting Operations major (refer to the BCC catalog for program requirements).
- Enroll and successfully complete 11 credits OR complete the remaining credits required for the program at BCC with a grade of "C" or better in the program for which the advance standing credit is to be awarded.

Recommended college course sequence to apply toward completing the following Postsecondary Adult Vocational college credit certificate:

PSAV in Accounting Operations
ENC 0030 - Business English and Communications (3 credits)
MTB 0102 – Mathematics for Business (2 credits)
OTA 0511 – Computerized Accounting (3 credits)
OTA 0103 – Keyboarding and Document Processing 1 (3 credits)

Students must refer to the college catalog at time of starting BCC for the most up-to-date programs and required courses.

2. Following completion of the required credits at BCC, the student must petition the Registrar to have advance standing credit placed on their permanent record. Credit will be awarded with the grade of "S" which will not affect the GPA.
3. The student must enroll in the appropriate BCC courses or program no later than three years after the last high school attendance.

Questions regarding this agreement should be addressed to the appropriate Brevard Community College program Workforce Director, and/or Director, Career and Technical Education, Brevard Public Schools.

This Memorandum of Understanding shall be effective upon the signature of the district superintendent or his designee and the community college president or his designee. This agreement shall remain in effect until reviewed and modified every two years, or terminated by either party upon thirty (30) days written notice prior to the end of a term or by mutual consent.

\_\_\_\_\_  
President, Brevard Community College  
or designee

\_\_\_\_\_  
Date

\_\_\_\_\_  
District Superintendent  
Brevard Public Schools  
or designee

\_\_\_\_\_  
Date

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