



High School Syllabus Matrix for CTE Articulation

Section	Details	Met
Course Title	Include the course title <i>as it will show</i> on the HS transcript.	
Instructor Name	Name of instructor teaching this course with desired contact information.	
High School Name	Include the name of the high school(s) at which this course is being taught by this instructor .	
Course Description	Description: Provide a brief description of the course, its purpose, and key content areas.	
Course Outcomes and Competencies	Outcomes: - List course outcomes. Example: Students will analyze, design, and implement [specific skill].	
	Competencies: Indicate competencies or skills developed in the high school course that meet college standards.	
Prerequisites	Specify any prior courses, skills, or grade levels required for students to enroll in this course.	
Relevant Curriculum Details (Alignment with College Course)	High School Course Modules/Units and how they correspond to the college course topics.	
	Assignments, projects, class activities that demonstrate how the college outcomes are being met/taught.	
Assessment Criteria and Performance Standards	Assessments: Describe the types of assessments used to evaluate proficiency: Projects - Portfolios - Written Exams - Skill Demonstrations	
	Grade Expectations: Students must achieve a grade of B or better for each semester enrolled in the course.	
College Course Title	[Insert Requested LCC Course Title]	
CTE Dual Credit Notice	This course is CTE Dual Credit approved and articulated with Lower Columbia College. Students who demonstrate proficiency in the college course competencies by receiving a B or better grade for EACH semester enrolled in the articulated high school class may earn college credit through the College CTE Dual Credit program. Requirements: Participation in the CTE Dual Credit program is voluntary . Students must meet deadlines and eligibility requirements.	
Steps to Receive Credit	Complete the CTE Dual Credit Request Form (available on lowercolumbia.edu/cte). - OR send unofficial transcripts to ctedualcredit@lowercolumbia.edu . Important: Credit and/or grades will not be removed once they have been transcribed.	