

Shasta College Annual High School/ROP Articulation Meeting

Location: Shasta College Cafeteria Building 2000 **Stage Area**

Date: Wednesday, November 5, 2008

Time: 3:00 p.m. - 5:00 p.m.

Parking: North Lot (behind cafeteria stage) No permit required

Year: We will be articulating courses for the **2009-2010** academic year

Please accept this as a formal invitation to attend the annual Shasta College High School/ROP Articulation Meeting. We are fully utilizing the [web-based articulation process](#). Thank you for carefully entering your articulation information into the [online request for articulation form](#) as this ensures proper data collection and tracking of the articulation forms.

We continue to encourage high school and ROP instructors to begin articulation discussions with their [college counterpart](#) in October. It is expected that the High School/ROP instructors will come to the November 5 meeting prepared to **finalize** the articulation agreement with the Shasta College faculty member. The following documents are required to finalize the agreement:

- **The completed online request to articulate form with appropriate signatures from your school (<http://www3.shastacollege.edu/rop/>)**
- **A copy of your agreed upon course objectives/outline/or syllabus**
- **A copy of your agreed upon final exam**

If additional signatures or modifications are required on the articulation form, or if instructors are unable to attend the Articulation Meeting, the last day to submit the completed, signed articulation form and required paperwork is **November 30, 2008**, to be included as an articulated class for 2009-2010.

Please contact [Brad Banghart](#) by Wednesday, October 31 to RSVP. We hope to see you there!

Please note: All of the above links can be accessed at:
<http://www3.shastacollege.edu/rop/>

Sincerely,

Megan McQueen
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