



IMPERIAL VALLEY COLLEGE

Career Technical Education Transitions Program

760 355 6136, 380 East Aten Road, Imperial CA 92251 Building 3100, Office 3114

Petition for CTE High School Credit by Exam College Credit

Please Type or Print

G00 _____
 Name _____ Date of Birth ____/____/_____
 High School _____ High School Graduation Date ____/____/_____
 Address _____
 E-mail _____ Home Phone # _____
 Cell Phone # _____

High School Course	H.S. Teacher	Year Taken	College Course #	College Course Name	# of Units

If approved, courses may be used to meet associate degree and certificate requirements (and in some cases university credit) and/or advancement to the next level of classes for which the course serves as a prerequisite. Meet with a college counselor to develop a comprehensive educational plan.

Student Requirements to Earn College Credit:

- Earn a grade of A, B or C in the articulated high school course and a grade of A, B, C or P on the college exam. Successfully complete the CTE Transitions Certification Process.
- Submit the petition for High School Credit by Examination College Credit to the CTE Transitions Office, BLD 3100.
- Complete the application for admission to Imperial Valley College online no later than 12 months following Credit by exam.

For additional information please visit <http://www.imperial.edu/courses-and-programs/cte-transitions/> or call 760 355 6136.

I understand that the college units and grades earned will be posted to my permanent college academic transcript and calculated into my college grade point average and cumulative units.

Student Signature _____ Date _____

If under 18 years of age: I grant permission for my son/daughter to receive college credit from Imperial Valley College. I understand that the college credit earned will be posted to his/her permanent academic transcript and will be calculated in his/her college grade point average and cumulative units.

Parent/Guardian Signature _____ Date _____

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Earning Your Credit

In order to process your CTE College Credit students must:

1. Complete an application for admission for the term in which credit is being applied for. You can apply for admission at www.imperial.edu
2. Be in "good standing" with the college.
3. Request the college credit earned within 12 months of high school graduation.

Completing This Form

1. Fill in all requested information on the reverse side of this form.
2. Make sure to sign and date the form.
3. Turn in your completed form to:

Economic and Workforce Development
Building 3100
Imperial Valley College
380 E Aten Rd
Imperial, CA 92251

Processing Your Credit

The CTE Counselor will verify the course credit you are eligible for and process your valid credit request. Please verify the credit earned in your CATEMA account prior to completing this form to ensure that your request is accurate. You will be contacted if there is a discrepancy between your credit request and your academic record. Invalid credit requests will not be processed.

You can access your CATEMA account at <https://www.catema.net/acsys/login.php?sdb=ivc>

Additional Assistance

For further assistance, contact the CTE Counselor:

Roxanne Nunez
CTE Counselor
760 355 6136
roxanne.nunez@imperial.edu
380 East Aten Rd.
Imperial CA 92251

CTE Transitions Program Web Site
<http://www.imperial.edu/courses-and-programs/cte-transitions/>