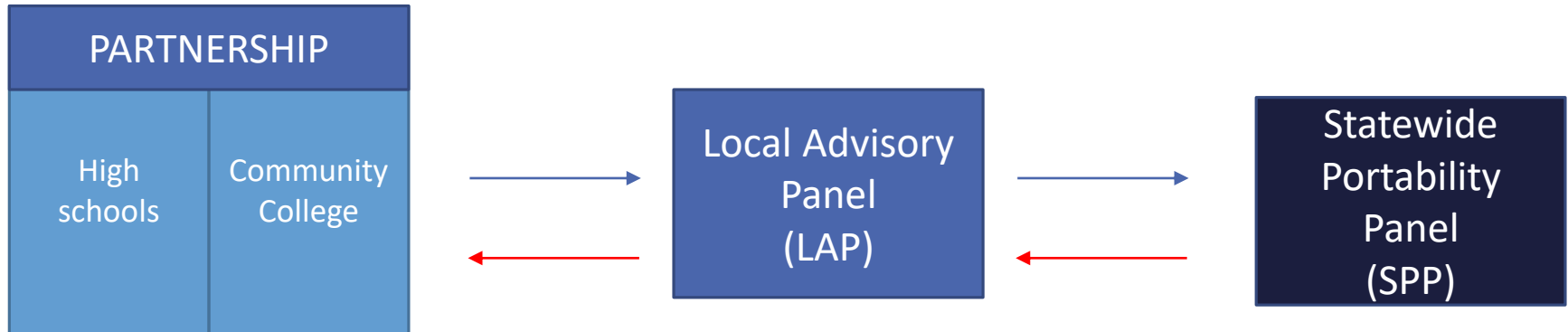


The Portability Process



HS: Creates a syllabus and competencies spreadsheet for each pathway offered and submits to LAP

HS: Incorporates changes based on feedback from LAP and SPP

HS: Records portability code, course end date, and grade on a student's transcript

HS & CC: Develop an MOU

CC: Submits representative courses & MOU to SPP

CC: Communicates additional portable courses to agencies

CC: Maintains records for portability codes in partnership

Collects syllabi and competency spreadsheets from high schools

Approves all partnership courses locally

Chooses representative courses for each pathway

Communicates to school principals information from SPP and changes to be made

Reviews representative course from each partnership for each pathway

Decides one of these:

- Approved
- Conditionally approved
- Not enough information
- Returned

Determines course approval criteria