



2020 - 2021

JENISON HIGH SCHOOL

AND

DAVENPORT UNIVERSITY

**SCOTTISH QUALIFICATIONS AUTHORITY  
ARTICULATION SUBMISSION FORM**

This form is to be completed by the Jenison High School instructor after his/her review of course materials included in the Jenison High School and Davenport University Articulation Agreement.

PLEASE PRINT:

_____	XXX-XX-_____
Student's Name	Last four digits of SSN
_____	_____
Student's Address	Student's Home High School
_____	_____
City, State and Zip Code	Name of Instructor Making Recommendation

In order to be granted articulated credit the student must meet the following requirements:

1. The student must earn a 3.0 or higher in each course in order for credit to be articulated.
2. The student must also begin attending Davenport University within 27 months from the date of their Jenison High School graduation.
3. The instructor must sign the articulation submission form which verifies the student has met the necessary course work to be granted the articulated credit requested.

Credits articulated will become part of the total number of credits for program completion at Davenport University and will appear on the student's Davenport University transcript by course code and credit hours. No grade will be recorded. Tuition and fees will not be charged for articulated credits.

**Instructions to complete this form:** Complete instructor and student information above and place a check in the left-hand column on the following page for course (s) that are to be articulated. Please sign and date then mail both completed pages, along with a copy of the student's **final official transcript** to:

Registrar's Office, Davenport University, 6191 Kraft Avenue SE, Grand Rapids, MI 49512.

This form may also be faxed to: 616-732-1150.

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Check all that apply	Jenison High School Course	SQA Unit Code	DU Course Number	Equivalent DU Course Name	Credit Hours
<input type="checkbox"/>	Office Management:	D75X 34	CISP112	Applied Information Technology	3
<input type="checkbox"/>	*Information Technology: Applications software 1	F84V 34	BITS211	Microcomputer App: Spreadsheet	3
<input type="checkbox"/>	Office Management:				
<input type="checkbox"/>	*IT in Business: Spreadsheets 1				
<input type="checkbox"/>	Management:	DE3N 34	GNHN	General Humanities Elective	3
<input type="checkbox"/>	*Communication: Analysing and Presenting Complex Communication				
<input type="checkbox"/>	Management:	F84T 34	MGMT211	Management Foundations	3
<input type="checkbox"/>	*Managing People and Organisations				
<input type="checkbox"/>	Marketing:	F7J8 34	ECON201	Macroeconomics	3
<input type="checkbox"/>	*Economic Issues: Intro <b>AND</b>	F7J6 35			
<input type="checkbox"/>	*Economics 1: Micro and Macro Theory and Application				
<input type="checkbox"/>	Advanced Marketing:	H1FO 34	MKTG220	Principles of Customer Service	3
<input type="checkbox"/>	*Creating a Culture of Customer Care				
<input type="checkbox"/>	Advanced Marketing:	F7BX 34	MKTG211	Marketing Foundations	3
<input type="checkbox"/>	*Marketing: An Introduction				
<input type="checkbox"/>	JIA-Online Summer School Course:	H1KP 34	HRMG231	Human Resource Management	3
<input type="checkbox"/>	*Human Resource Management: An Introduction				
<input type="checkbox"/>	JIA-Online Summer School Course:	F84P 34	GNBN	General Business Elective	3
<input type="checkbox"/>	*An Introduction to Business Law				
<input type="checkbox"/>	Accounting:	F84M 34	ACCT200	Accounting Basics for Managers	3
<input type="checkbox"/>	*Business Accounting				
<input type="checkbox"/>	Independent Study:	DE3R 34	GNSS	General Social Science Elective	3
<input type="checkbox"/>	*Personal Development Planning				
<input type="checkbox"/>	Independent Study:	HOHY 34		No articulated credit available	0
<input type="checkbox"/>	*Business: Graded Unit 1				

\* indicates an SQA course

**Instructor's Signature:** I certify that I have examined the outcomes for the Davenport University course (s) and that the student listed has successfully completed work at the secondary level that is essentially the same in content and depth with a **3.0 GPA or higher**. I therefore recommend that the student receive Davenport University credit for the course (s) that I have checked above.

 \_\_\_\_\_  
 Instructor's Signature

 \_\_\_\_\_  
 Date

 \_\_\_\_\_  
 Additional Instructor or Authorized Signature

 \_\_\_\_\_  
 Date