

Florida Department of Education
Statewide Articulation Agreement
Industry Certification to AAS/AS Degree Program

AAS/AS Degree Name:	Office Administration		
CIP Number(s):	AAS: 0552020400*	AS:	1552020400*
AAS/AS Degree Name:	Office Administration (60)		
CIP Number(s):	AAS:	AS:	1552020401*
Industry Certification:	Professional Legal Secretary (PLS)	Code:	TAFLP002
College Credit:	This Gold Standard Career Pathways Statewide Articulation Agreement guarantees the minimum award of course credits or a block of credit toward the above AAS/AS program is <u>9</u> hours of credit. This agreement does not preclude the awarding of additional credits by any college through local agreements.		
Validation Mechanism:	To be eligible for articulation, the student must show evidence of their Professional Legal Secretary (PLS) certification and it must have been issued within three (3) years prior to their enrollment in the program.		
Rationale/Justification:	The Professional Legal Secretary (PLS) certification represents industry acknowledgement of technical skill attainment of competencies in the Office Administration program.		
Applicability:	State college administrators (statewide) were consulted and agreed that the Professional Legal Secretary (PLS) shall articulate nine (9) college credit hours to the AAS/AS Degree in <u>Office Administration/ Office Administration (60)</u> . Articulated credit awarded under this agreement may only be applied to the above AAS/AS Degree.		
Date Presented to ACC	ACC Recommendation	Date Submitted to SBE	SBE Status
12/9/2014	Approved	4/15/2015	Approved

*Certain programs may not have an AS/AAS degree available.