

Roy Goody
CET Department, Mission College

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Dear Mr./Ms:

As part of our workforce development commitments, the CET Department of Mission College would like to articulate electronics and computer courses with your school.

If you would like to articulate one or more classes class with Mission College, please take the following simple steps:

1. Look over the files contained on the enclosed disk (Word for PC).
 - The OUTLINE files hold the Mission College course outlines for CET-52 (DC) and CET-67 (Computer repair).
 - The other files hold articulation forms.
2. Based on this material, decide if one or more of your courses are equivalent. (Remember that you need not meet ALL of the objectives and topics to be acceptable for articulation. Also be aware that the Mission outlines are somewhat dated
3. Please complete the corresponding *Course-to-Course Articulation Form*, matching objectives.
4. Have the appropriate administrator sign all forms.
5. Mail back to me, along with a copy of your course outline and your final exam.

That's all there is to it! Other possible courses include A+ and AC—but lets complete CET-52 and 67 first. Thanks so much. We look forward to working with you.

Sincerely,

Roy W. Goody
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