

## **Notification of Request for Authorization under the Degree-Granting Institutions Act**

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**Date posted:** April 10, 2013  
**Institution:** Charter College  
**Current status:** Authorized to offer degree programs at campuses in Pasco, Bellingham, Vancouver, Lynnwood and Fife, Washington  
**Nature of request:** Authorization to offer an additional degree program at the five Washington State campuses  
**Proposed program:** Associate of Applied Science in Applied Technology  
**Washington sites where the program will be offered:**

Charter College-Pasco  
5278 Outlet Drive  
Pasco, WA 99301

Charter College  
410 W. Bakerview Rd., Suite 112  
Bellingham, WA 98226

Charter College  
Columbia Tech Center  
17200 SE Mill Plain Blvd. #100  
Vancouver, WA 98683

Charter College  
19401 40<sup>th</sup> Avenue West  
Lynnwood, WA 98036

Charter College  
3700 Pacific Highway East, Suite 150  
Fife, WA 98424

### **Background:**

Charter College is a division of Prospect Education which operates schools located in Alaska, California and Washington. Charter College has been authorized to offer degree programs at campuses in Washington State since April of 2009. It has been accredited by the Accrediting Council for Independent Colleges and Schools (ACICS) since 1988.

### **Nature of the review:**

Prior to granting authorization to offer new degree programs in Washington State, the Higher Education Coordinating Board/Degree Authorization reviews elements such as program outcomes, course requirements, method of course delivery, faculty credentials, and student services.

The program to be offered by Charter College appears to meet the requirements of the Degree-Granting Institutions Act.

Information on the additional program can be found at the end of this notice

**Timeline:**

The HECB will accept comments on this application until April 24, 2013.

Any individuals with knowledge that may indicate the institution and/or the program does not meet the authorization requirements of WAC 250-61 are requested to submit comments to: <mailto:DegreeAuthorization@hecb.wa.gov>.

If you would like to know more about the current law and regulations that govern the program, they can be found at the following links: the statute is [RCW 28B.85](#) and the regulation is [WAC 250-61](#).

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Program Title:

**Associate of Applied Science in Applied Technology**

Program Description:

“The Associate of Applied Science in Applied Technology program is designed for trade and craft professionals with a certificate or substantial coursework in a trade program such as welding, plumbing, electrician, or HVAC. The program includes coursework in project management and customer services, as well as, coursework in oral and written communication, ethics, and advanced office software.”

Program Outcomes:

1. “Apply effective verbal and written communication strategies consistent with the standards and best practices of the Applied Technology professional.
2. Demonstrate knowledge and application of word processing and spreadsheet software as needed in the Applied Technology fields.
3. Apply critical thinking skills and logic in order to evaluate and solve problems.
4. Articulate an understanding of the ethical framework and professional code of conduct necessary to make appropriate decisions as an Applied Technology professional.
5. Analyze and apply project management concepts using project management software.
6. Apply customer service skills and knowledge necessary to successfully engage and collaborate with customers and clients.”

Number of Credits: 90 quarter credits, 54 of which are prerequisites

Mode of Delivery: Blended format

Admission Requirements:

“Minimum requirements for admission to the program:

1. Must have 54 quarter credit hours in trade or craft concentration
2. A completed certificate or coursework completed in the last eight years
  - a. Coursework must be completed at an accredited institution recognized by the Department of Education and confirmed with official transcripts
3. Students must have a cumulative grade point average of 2.0 or higher”

Required Courses:

General Education Courses: (22.5 credits)

GE2110	College Mathematics .....	4.5
GE2210	Environmental Science .....	4.5
GE2310	Written and Oral Communication Practices .....	4.5
GE2510	Introduction to Sociology .....	4.5
GE2410	Ethical Principles Across Societies .....	4.5

Core Courses: (13.5 credits)

BA2420	Customer Focused Management .....	4.5
BA2720	Developing and Implementing Projects.....	4.5
SS2110	Software Fundamentals .....	4.5