

# TECH EXPRESS TO

VALENCIA COLLEGE

Dear Student,

Congratulations on finishing your career certificate program and deciding to continue your education at Valencia College! By following these simple steps, you may be eligible to receive college credit in the A.S. degree program at Valencia College that links to your technical college program.

**Step 1:** Meet with the Tech Express Advisor on your technical college campus (OTC or o-TECH) to learn how to successfully transition to Valencia. Your Tech Express Advisor will explain the requirements and help you prepare documentation needed to receive college credit for work completed at the technical college. Valencia's agreement specifies which of the following assessment method(s) validates award of credit:

- Hands-on demonstration at Valencia College
- Approved industry certification and/or Florida license
- Acceptable portfolio of work
- Skills Inventory
- Valencia written assessment

**Step 2:** Complete the Valencia College application at [www.valenciacollege.edu/apply](http://www.valenciacollege.edu/apply). Be sure to complete the Florida Residency form and submit the \$35 application fee. When completing the application, you should select the A. S. degree that articulates with the career certificate program completed at the technical college you attended. Provide the Tech Express Advisor with your VID # after you are accepted.

**Step 3:** Complete your FAFSA (Free Application for Federal Student Aid) at [www.FAFSA.gov](http://www.FAFSA.gov). If you have completed a FAFSA within the past year, you can go to your current FAFSA and add the code for Valencia College: 006750.

**Step 4:** You must obtain an official signed copy of your student record and certificate of completion from the technical college you attended. This documentation certifies that you have completed a career certificate program. Provide a copy of any earned industry certifications to the Tech Express Advisor.

**Step 5:** To complete the process, please email the Valencia College Career Program Advisor as soon as possible. Click on the link below for the technical college attended to find the Career Program Advisors for your program: [Orange Technical College](#) or [Osceola Technical College](#). The Career Program Advisor will:

- Help you develop an educational plan and enroll in the appropriate courses.
- Review your A. S. degree program requirements.
- Initiate the "award of credit" process after you enroll in a course in your articulated program.
- Arrange for evaluation and approval of the required documentation and assessment by the Program Chair in the articulated A.S. degree.