

**AWARD OF CREDIT**  
**by**  
**VALENCIA COLLEGE**  
**for the**  
**Microsoft Certified Desktop Support Technician MCDST Certification**  
**and**  
**Computer Information Technology**

To provide career opportunities for students in career and technical education programs, Valencia College agrees to award at no cost (other than the application for admission fee) full college credit to the eligible students who have earned the Microsoft Certified Desktop Support Technician MCDST Certification.

**PLEASE AWARD 3 CREDITS FOR THE COURSE LISTED BELOW:**

<b>Microsoft Certified Desktop Support Technician MCDST Certification</b> (MICRO006)	<b>Computer Information Technology - A.S. Degree</b> <b>(3 credits)</b>
	CTS 1163C Windows 7

**PLEASE AWARD 4 CREDITS FOR THE COURSE LISTED BELOW:**

<b>Microsoft Certified Desktop Support Technician MCDST Certification</b> (MICRO006)	<b>Computer Information Technology Analyst –</b> <b><i>Technical Certificate</i> (3 credits)</b>
	CTS 1163C Windows 7

**PLEASE AWARD 4 CREDITS FOR THE COURSE LISTED BELOW:**

<b>Microsoft Certified Desktop Support Technician MCDST Certification</b> (MICRO006)	<b>Computer Information Technology Specialist –</b> <b><i>Technical Certificate</i> (3 credits)</b>
	CTS 1163C Windows 7

## **MAXIMUM AWARD OF CREDIT**

This agreement makes it possible for a student to receive three (3) semester hours of college credit for the Microsoft Certified Desktop Support Technician MCDST Certification towards the Computer Information Technology A.S. degree or Technical Certificate programs at Valencia College which is in accordance with commonly accepted good practice in higher education.

## **EDUCATIONAL PROGRAM**

Valencia's faculty and staff who have responsibility for the supervision and coordination of the Computer Information Technology program have assessed the adequacy of the documentation and determined that the learning outcomes, performance standards, and assessment procedures of the certification meet the college standards for college credit course work and that the learning outcomes are consistent with the course work in the A.S. Degree or Technical Certificate programs being articulated.

## **AWARD OF CREDIT PROCESS**

The transferring student requesting credit must furnish a copy of the Microsoft Certified Desktop Support Technician MCDST award certificate. To have the courses reported on the official Valencia College transcript, students must:

1. Meet regular College entrance requirements.
2. Complete the College Application and pay the College Admission Fee.
3. Be accepted into Valencia within three years of earning the Microsoft Certified Desktop Support Technician MCDST Certification.
4. Declare a major in the Computer Information Technology A.S. degree or Technical Certificate programs.
5. Comply with the appropriate placement, course prerequisites and requirements of the college.
6. Successfully complete course work with a "C" or better at Valencia while currently enrolled on either a part-time or full-time basis for one academic term to have the credit awarded on the official college transcript.
7. The Dean of Information Technology and the Program Director for Information Technology, on the related campus at Valencia, will evaluate the student's record (certification), determine the eligibility and notify the Registrar's Office of acceptable credit to be transferred and awarded.

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**TERMS OF AGREEMENT**

This agreement applies to students who have earned the Microsoft Certified Desktop Support Technician MCDST Certification. The agreement will be reviewed as needed and it shall remain in effect until either party identifies a need for revision.