

Option B: How to Request Programs/TCCs



Identify Programs of Need:

Identify an area of need, in consultation with your partner technical college, industry, and school personnel.



Check existing Option B TCC list:

(<https://www.tcsg.edu/dualenrollment/resources-and-links/>)



If your identified Program/TCCs are on the list:

Your partner technical college can make the request to TCSG Academic Affairs to add the certificate, if not already offered.



If your identified Program/TCCs ARE NOT on the list:

Ensure that the requested Program/TCCs lead to a local, state, or national industry-recognized certification (not all TCCs available through the TCSG meet this requirement).



If your identified Program/TCCs lead to a local, state, or national industry recognized certification:

The Vice President of Academic Affairs for your partner technical college will need to send a request to TCSG's Academic Affairs office to add the Program/TCCs to the Option B list. If approved by TCSG's Academic Affairs office, the request will be sent to the Presidents' Council for approval prior to being added to the list.



If your identified Program/TCCs DO NOT lead to a local, state, or national industry recognized certification:

The Program/TCCs are not eligible for Option B.



Additional Information:

TCSG will move as quickly as possible to get eligible Programs/TCCs added to the list. However, the process can take time. If you want to add something for the next school year, it is suggested that you make your request no later than February 1 to ensure that the process can be completed in a timely manner.



If you have questions or concerns, including following up about a request, contact:
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