



## ARTICULATION AGREEMENT

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Wilson College and  
Montgomery College

August 2019



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## **Wilson College Mission Statement**

Wilson College empowers students through an engaged, collaborative, liberal arts education that combines the skills and focused study needed for success in work and life. We are a close, supportive community that develops the mind and character of all students, preparing them to meet the challenges of a global society.



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## Preface

**Wilson College (WC)** and **Montgomery College (MC)** believe that cooperative programs benefit the community, employers, and students in their regions. It allows smooth transition for students transferring between institutions and maximizes allowable transfer of credits. The principle beneficiaries are the students, who are served by current information about programs and protected by firm arrangements between institutions of higher education. The students are thereby provided the opportunity of planning a total baccalaureate degree program at the outset of the college education.

## Principles of Agreement

Wilson College and Montgomery College confirm the following points of agreement to assure equal treatment of college and transfer students.

1. WC agrees that if a student satisfactorily completes the Associate of Arts or the Associate of Science Degree from MC and presents the appropriate transcript documentation of such to the Registrar of WC, he/she:
  - a. Will receive full recognition of that degree and will have all eligible credits applied toward the completion of a Bachelor's degree. Eligible credits are those earned with a grade of 'C' or better.
  - b. Is assured admission to WC with a junior-level standing, if transferring 60 credit hours.
  - c. Will be awarded a Bachelor's degree after the appropriate personnel at WC have determined that the requirements for the baccalaureate degree have been completed. Some majors may require more than four semesters for completion.

Students interested in transferring to WC are encouraged to consult with the Transfer Coordinator at MC and the WC Associate Director of Transfer Admissions to assist in choosing courses which will transfer into the qualified declared major.

Students may request an unofficial transcript evaluation prior to submitting their application.

2. Students transferring without an Associate's Degree will have credits evaluated on a course-by-course basis.
3. Under the Agreement, MC students will have the application fee waived and will be guaranteed admissions into a Bachelor's Degree program with WC provided the following conditions are met:
  - a. Graduation from MC with an Associate in Arts (A.A.) Degree or Associate in Science (A.S.) Degree with a minimum cumulative GPA of 2.0;
  - b. Satisfaction of all other WC transfer admissions requirements.



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4. WC agrees to accept all general education core requirements embedded in the MC Associate in Arts (A.A.) and Associate in Science (A.S.) into WC's corresponding general education requirements. Transferred credit does not alter the requirements of the student's major field of study or its admissions standard as identified in the WC catalog. This transfer agreement applies to all MC A.A. and A.S. graduates.
  5. The same criteria for transferring individual courses by other transfers to WC will be applicable to MC students. Specific course transfers must be completed with a grade of "C" (2.00 on a 4.00 scale) or better, unless specific departments require a higher grade point average (GPA).
  6. Credits earned at or transferred from MC will be limited to 72 credit hours.
  7. MC transfer students with 30 or more transfer credits accepted at the time of admission to WC have the First Year Seminar requirement waived. A student may need to complete an additional elective course to meet the graduation credit requirement in place of this waiver.
  8. WC agrees to waive placement testing for MC students who have achieved a grade of "C" or better in their college level general education courses in communication and computation, as appropriate to the student's intended major area of study.
  9. When program requirements change at WC, students studying at MC who have submitted a letter of intent to enroll at WC will have the option of satisfying "old" program requirements in the same manner as native WC students. The "grandfathering" will have a time limit of four years from the date of the implementation of the change at WC, except for when changes are required by an accrediting agency.
  10. No time limit (years) shall be placed on the acceptance of credit transferable from MC to WC unless there is a specific policy limitation for native WC students.
  11. Though remedial and orientation courses do not normally fulfill graduation requirements, WC will, on a course-by-course basis, treat transfer credit from MC for courses in remediation and orientation in the same manner as comparable courses at WC.
  12. MC students transferring to WC will be treated the same as native WC students of equal class standing when applying for financial aid and in the award and distribution of funds.
  13. MC students transferring to WC will be treated the same as native WC transfer students of equal grade point average standing in the review and award of scholarships.
  14. MC students transferring to WC will receive consideration for campus housing on the same basis as newly enrolling students.
  15. MC students transferring to WC will receive equal opportunity to pre-register for classes and have access to other student services on the same basis as native WC students of equal class standing.
  16. MC students transferring to WC will be eligible for a range of merit-based scholarships that WC offers for transfer students.



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## Obligations of Wilson College

1. To attend regularly scheduled transfer programs at MC. WC will provide MC with fact sheets to distribute upon request.
2. To invite MC students to an informational/advising meeting with WC faculty and staff on a regular basis at both MC and WC, in order to facilitate smooth curricular and co-curricular integration to WC.
3. To work with MC on program to program curriculum articulation agreements that specify for MC transfer students the MC courses that satisfy major requirements required for degree completion at WC.
4. To maintain accurate advising materials for MC students.
5. Any student who graduates successfully from MC and is a member of *Phi Theta Kappa* will be awarded a Presidential Scholarship of \$12,000, provided the student is full-time with 15 credits and enrolls residentially at WC.
6. Any student who successfully graduates from MC will be awarded a \$1,000 Montgomery Institutional Scholarship in addition to other merit awards, provided the student is full-time with 15 credits and enrolls residentially at WC.

## Obligations of MC

Publicize this Agreement to prospective and current MC students in its promotional literature, and make special arrangements for WC recruiters and advisors to visit MC and meet with prospective students.

## Joint Obligations

1. Consult with each other through appropriate channels prior to implementing major changes in policy or curricula that directly affect students transferring under the terms of this Agreement, and keep each other informed of any other changes of policy or curricula that affect those students. Both WC and MC will review this Agreement annually and make any changes upon mutual agreement, as needed. Such changes will become effective when both MC and WC sign a revised document.
2. Collaborate in providing students with information and academic advising about this Agreement, WC academic requirements, and the process of transferring to WC.
3. MC and WC jointly agree to develop and implement advertising and promotional efforts to communicate the benefits of this Articulation Agreement.



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4. Each institution will designate a representative or representatives who will coordinate the Articulation Agreement between the two institutions.
  5. Exchange data and documents annually that will contribute to the maintenance and improvement of this arrangement, enhance the transfer process, and promote effective cooperation between institutions. These will consist of data about individual transfer students, including admissions information and grades, retention information, and reports on the results of program reviews, assessments of student learning, and decisions of curricular and other committees.
  6. Facilitate and support consultation and collaboration between their faculties related to this agreement, general education, degree requirements, and other academic matters.
  7. To provide direct links between WC and MC websites.

### Revision, Renewal and Termination of this Agreement

1. An informal review of programs will occur every year for the purpose of updating advising information for students and staff. The review will be initiated by the WC Transfer Advisor.
2. This Agreement will automatically renew unless personnel from MC and WC determine that a meeting is necessary to review and/or amend this Agreement. Either institution may terminate this Agreement at any time by written notice of at least one (1) year in advance of the effective date of termination. This Agreement will be reviewed every five years. Students in progress will be permitted to complete their MC program and then transfer.
3. Upon formal approval of this Agreement, by the appropriate officials of the two institutions, joint advertisement and promotion will be developed by the appropriate representative at each institution.

*This Agreement requires full disclosure of the partnership and will be listed on the Wilson College website along with the logos of both institutions.*



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SIGNATURES

Wilson College and Montgomery College authorize this Agreement to become effective on the date of its signing.

**For Wilson College**

*Elissa Heil*

Dr. Elissa Heil, Vice President for Academic Affairs and Dean of the Faculty

*30 Aug. 19*

Date

**For Montgomery College**

*Ulna Saury for Sanjay Rai*

Dr. Sanjay Rai, Senior Vice President for Academic Affairs

*8/30/19*

Date

