



Southwestern University

**ARTICULATION AGREEMENT
BETWEEN
AUSTIN COMMUNITY COLLEGE DISTRICT
AND
SOUTHWESTERN UNIVERSITY**

INTRODUCTION:

Southwestern University at Georgetown, Texas, accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (the "Commission on Colleges") and comprised of the Brown College of Arts and Sciences and the Sarofim School of Fine Arts, enters into this Articulation Agreement with the Austin Community College District, Austin, Texas, also accredited by the Commission on Colleges.

A. STATEMENT OF PURPOSE:

The Austin Community College District ("ACC") and Southwestern University ("SU") share mutual interests about the availability and quality of higher education in central Texas. There is further shared interest in issues of access to higher education for all groups of Texans, to ensure a viable and strong future in the higher education environment for all who choose to participate.

ACC provides coursework at the freshman and sophomore levels for students in Austin, Texas and the surrounding area. This coursework leads to various certificates and associate degrees. SU offers undergraduate courses of study leading to baccalaureate degrees. The purpose of this Articulation Agreement is to provide guidelines and areas of responsibility and to facilitate the successful transition of students from ACC to SU.

B. TERMS:

ACC and SU, the parties of this Agreement (the "Parties"), agree to the terms and conditions set forth herein.

- ACC and SU will cooperate in the identification of course offerings that will facilitate the transfer of credit from ACC to SU to maximize the applicability toward the SU degree plan.

- ACC and SU will each designate an individual who will be responsible for the continued updating and sharing of information on program changes, new courses added to the program, transcript evaluation, and other projects as agreed to by ACC and SU.
- ACC and SU will share non-confidential information regarding program development, course development, and special activities related to the Academic Program at each institution.
- This Articulation Agreement shall be filed with the Office of Enrollment Services and the Office of the Provost at SU, and with the Office of Articulation and Transfer Resources at ACC.
- This Agreement may be amended by mutual agreement in writing at any time; this Agreement may be terminated by either party by providing one year's written notice to the other party at the addresses referenced under Notices.
- This Agreement is contingent upon continued accreditation of both institutions.

Southwestern University agrees to:

- Provide ACC with non-confidential information regarding the SU Academic Program and provide updates in program changes or additions.
- Provide feedback on the progress of ACC transfer students, as allowed by the Family Education Rights and Privacy Act of 1974 (FERPA) to the ACC designate. This data may be incorporated into ACC institutional effectiveness studies consistent with FERPA guidelines and regulations.
- Grant SU admission to ACC participants when students fulfill the SU Admission Conditions set forth in Section C in this Agreement.
- Assist ACC transfer students who have been admitted to SU in the transition from the ACC into SU. This will include: merit scholarship consideration, need-based financial assistance consideration (as applicable), registration assistance, transfer orientation, academic advising, and on-campus housing (based on SU's housing requirements).
- Assist ACC transfer students who enroll at SU in completing their associate degree via SU courses.
- Annually review and update the course *Pre-Approved Transfer Credit List* in Addendum A.

Austin Community College District agrees to:

- Promote this Articulation Agreement to students who seek a baccalaureate degree in a liberal arts learning environment.
- Provide the SU representative with a list of approved courses annually or upon request.
- The ACC Director will provide the SU representative with a list of students who are interested in transferring to SU. Such list will include student addresses and major areas of study while attending ACC. This information shall be provided regularly within the provisions of FERPA.
- Assist SU in arranging campus visits at SU for prospective students.
- Schedule appointments for SU representatives with ACC students, faculty, and staff for the purpose of sharing information, discussing ideas, and other activities of mutual interest.
- Facilitate the completion of the *Intent to Apply* forms for ACC students by distributing and verifying eligibility.

Austin Community College District and Southwestern University jointly agree to:

- Work together to further the opportunity and access by qualified students through the cooperative efforts and ventures by both institutions.

C. SU ADMISSION CONDITIONS:

- The ACC students must submit a timely application for admission and scholarship to SU. The students must also submit all official college transcripts, official high school transcript or GED Certificate, SAT or ACT scores as applicable, and a favorable *College Official's Report* from ACC.
- The students should send all of the above-mentioned documents to SU by April 1st for fall admission or October 1st for spring admission.
- For ACC students who apply for admission to SU under this Articulation Agreement who have completed 24 hours with one or fewer remedial, technical, or vocational courses and completed this work with at least a 3.25 cumulative GPA, SU will automatically grant admission upon submission and processing of an admission application and all required credentials, including a favorable *College Official's Report*.

- For ACC students who do not meet the requirements described in the above item, but have at least a 3.0 cumulative GPA are invited to submit an enrollment application, which will be reviewed by the SU admission committee with all other transfer applicants in a particular year. While admission to SU is not guaranteed, SU will work with students as additional space remains in the class.
- Students will be automatically reviewed for merit based scholarships and awarded the highest level for which they are eligible. As an attendee of Austin Community College, all participants in the articulation agreement who are offered admission will also be awarded a Partnership Award (for current value visit www.southwestern.edu/admission).
- It is recommended that the student should have completed coursework as prescribed in Addendum A – *Pre-Approved Transfer Credit List*.
- The SU Office of Academic Success and Records will be responsible for evaluation of the official transcripts and recommending transfer credit based upon the stated conditions in this Articulation Agreement.
- The student must have completed the courses for which transfer credit is being requested within 24 months of the request for credit.
- The student must complete specific courses in the *Pre-Approved Transfer Credit List* with a grade of C minus or better for credit to be guaranteed.
- Courses taken outside the *Pre-Approved Transfer Credit List* will be reviewed and credit awarded as appropriate.

Reverse Transfer: SU students who transferred to SU from ACC prior to completing an associate degree will be offered the opportunity to earn said degree via the reverse transfer process. Eligible students will automatically be notified of this agreement, when they have met the following criteria:

- Have earned at least 18 semester college credit hours from ACC.
- Have earned at least 16 semester college credits from SU.
- Transferred to SU with ACC as the last school attended.
- Be in “good standing” at both ACC and SU.

The reverse transfer process includes the following documents:

Attachment 1: The *Reverse Transfer Credit Letter* of notification that will be sent to the student by the SU Office of Academic Success and Records once the prior stated criteria has been met; and

Attachment 2: The *Reverse Transfer Credit Release Form* will be sent with the letter. Students will need to complete the release form and submit to the SU Office of Academic Success and Records for processing. After receiving the release form, the SU Office of Academic Success and Records will send the student's SU academic record to the appropriate ACC department for evaluation towards completion of the associate degree.

D. NOTICES:

- All notices, demands, requests, and other communications required shall be in writing and shall be deemed to have been given when delivered by U.S. Mail as follows:

Austin Community College District: Dr. MaryJane McReynolds
Austin Community College District
5930 Middle Fiskville Rd, Austin, TX 78752
Phone: 512.223.7677
Fax: 512.223.7678
Email: mmcreyno@austincc.edu

Southwestern University: Julie Cowley
Southwestern University
Associate Vice President for Academic Adm.
P.O. Box 770, Georgetown, TX 78627-0770
Phone: 512.863.1567
Fax: 512.863.1695
Email: cowleyj@southwestern.edu


- Either party may change the designated person to receive correspondence with written notice to the other party.

E. SIGNATURES:

The parties have executed this Agreement in duplicate originals on this 26th day
of March, 2013. An original, signed copy of this Agreement shall be maintained
by each institution at designated offices of the college and university presidents or
designee.

Austin Community College District

Southwestern University



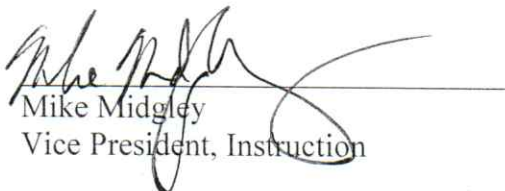
Richard M. Rhodes, Ph.D.
President/CEO



Jake B. Schrum
President



Enrique Solis, Ph.D
Interim Executive Vice President/Provost



Mike Midgley
Vice President, Instruction