

**ARTICULATION AGREEMENT  
BETWEEN  
COLLIN COUNTY COMMUNITY COLLEGE DISTRICT  
SOUTHWESTERN UNIVERSITY**

**INTRODUCTION:**

Southwestern University at Georgetown, Texas ("SU"), 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 Collin College also accredited by the Commission on Colleges.

**A. STATEMENT OF PURPOSE:**

Collin College and Southwestern University share mutual interests about the availability and quality of higher education in 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.

Collin College provides coursework at the freshman and sophomore levels for students in McKinney, 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 Collin College to SU.

**B. TERMS:**

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

- Collin College and SU will cooperate in the identification of course offerings that will facilitate the transfer of credit from Collin College to SU to maximize the applicability toward the SU degree plan.
- Collin College 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, such as recruitment visits, as agreed to by Collin College and SU.
- Collin College 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 Transfer Programs at Collin College.
- 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 Collin College with non-confidential information regarding the SU Academic Program and provide updates in program changes or additions.
- Provide feedback on the progress of Collin College transfer students, as allowed by the Family Education Rights and Privacy Act of 1974 (FERPA) to the Collin College designate. This data may be incorporated into Collin College institutional effectiveness studies consistent with FERPA guidelines and regulations.
- Grant SU admission to Collin College participants when students fulfill the SU Admission Conditions set forth in Section C in this Agreement.
- Assist Collin College transfer students who have been admitted to SU in the transition from Collin College 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 availability).
- Identify and notify students who have transferred from Collin College before completing their associate degree, and have earned at least 32 credits or more of their appropriate coursework at Collin College. With permission, SU will reverse transfer courses completed at SU back to Collin College so that a student can earn their associate's degree if graduation requirements are met.
- Annually review and update the Texas Common Course Number (TCCN) *Equivalency Guide* in Addendum A.

**Collin College 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 listing of approved courses annually or upon request.
- The Collin College's Coordinator of Transfer Programs will provide the SU representative with a list of students who are "transfer ready". Such list will include

student addresses, entry term and major areas of study while attending Collin College (This information shall be provided regularly within the provisions of FERPA.)

- Assist SU in arranging campus visits at SU for prospective students at transfer fairs or recruitment events.
- Provide contact information to schedule appointments for SU representatives with Collin College, faculty, and staff for the purpose of sharing information, discussing ideas, and other activities of mutual interest.

**Collin College 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 Collin College students must submit a timely application for admission and scholarships 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 transfer statement of good standing or instructor evaluation.
- The students should send all of the above-mentioned documents to SU by April 1<sup>st</sup> for fall admission or October 1<sup>st</sup> for spring admission.
- For Collin College 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.
- For Collin College 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.
- It is recommended that the student should have completed coursework as prescribed in Addendum A – TCCN *Equivalency Guide*.
- The SU Registrar's Office 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 complete specific courses in the TCCN *Equivalency Guide* with a grade of C minus or better for credit to be guaranteed.

- Courses taken outside the TCCN *Equivalency Guide* will be reviewed and credit awarded as appropriate.

**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:

Collin College: Brenda Kihl  
Vice President/Provost Preston Ridge Campus  
Collin College  
9700 Wade Boulevard  
Frisco, TX 75035  
Phone: 972-337-1550  
Email: bkihl@collin.edu

Southwestern University: Julie A. Cowley  
Associate Vice President for Academic Administration  
Southwestern University  
P.O. Box 770  
Georgetown, TX 78627-0770  
Phone: 512.863.1567  
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 12/6/11. An original, signed copy of this Agreement shall be maintained by each institution at designated offices of the college and university presidents or designee.

**Collin County Community College**



Cary A. Israel  
President

**Southwestern University**



Jake B. Schrum  
President