

Articulation & Reverse Transfer Agreement

Oklahoma State University Institute of Technology & Mid-America Christian University

This formal articulation agreement is made and entered into by Oklahoma State University Institute of Technology, hereinafter referred to as OSUIT, and Mid-America Christian University, hereinafter referred to as MACU. By this agreement, OSUIT and MACU (hereinafter collectively "The Institutions") express a shared commitment to increase opportunities for student access to, and success in, higher education. By clarifying transfer policies and procedures that assure articulation between programs, the Institutions seek to forge a seamless transfer from the associate to the baccalaureate degree, and the baccalaureate to the master's degree.

General Provisions

1. The Institutions will develop agreements by major which will clearly delineate courses to be taken at OSUIT and those to be completed at MACU. These specified, individualized plans will be between the two institutions in service of the students who choose to participate in these plans. These plans will outline recommended courses toward a degree at MACU for OSUIT students.
2. MACU and OSUIT college faculty of the same disciplines will meet to develop course/degree articulations, and meet annually thereafter. These meetings will be directed by the appropriate college administrators, and will focus on discussing course equivalencies, as well as any contemplated curricular changes that may affect the future of this agreement.
3. The Institutions will identify problems and work cooperatively to adjust details of course content and sequence so that students can transfer with minimal academic disruption.
4. The Institutions will identify student data that will assist in notifying stakeholders and governing boards of institutional performance, and the development of reports, e.g., number of students who transfer under this agreement, number of hours transferred in, demographics, etc.
5. MACU agrees that criteria for acceptance into a Bachelor of Arts/Sciences program will be the same for OSUIT transfer students as for students who begin their studies at MACU.
 - OSUIT students who complete the Associate in Science (A.S.) or Associate in Applied Science degree (A.A.S.) with a minimum 2.0/4.0 GPA will be eligible to apply for admission to Mid-America Christian University baccalaureate programs. OSUIT students desiring to transfer PRIOR TO the completion of the associate degree must have completed all developmental coursework, and have a minimum 2.0/4.0 cumulative GPA.
 - For *Reverse Transfer* purposes, OSUIT students who transfer to MACU prior to completing the A.S. degree may have MACU credits applied toward an associate degree at OSUIT (see #9).

Advising, Enrollment & Recruiting/Marketing Provisions

6. A notation of the articulation partnership and specific agreements between OSUIT and MACU will be indicated in the respective catalogs and institution websites.
7. A.S. students will be advised of articulation arrangements and encouraged to sign an "Intent to Transfer" agreement.
 - OSUIT will send an e-mail to all students who are pursuing an associate in science degree, or who are undecided, during the third week of every semester (first and second-

- half classes), encouraging students to meet with an admissions representative to discuss goals, and review the options for articulation.
- OSUIT will send an e-mail to all students who have applied for graduation, to let them know of the agreements in place to pursue bachelor degrees.
 - Other activities, e.g., advisement appointments, campus visits, etc., will be developed with MACU.
8. The "Intent to Transfer For Baccalaureate Degree Programs" Form:
- Will be submitted to MACU and OSUIT, respectively, to encourage relationship-building, promote student retention, and increase transfer rates for students.
 - Will provide MACU and OSUIT transfer students catalog protection for a period of six years under a specific university catalog, provided the students maintain continuous enrollment under this agreement with no more than one (1) year not in attendance at OSUIT or MACU. Exceptions to this policy will be considered on a case-by-case basis upon the recommendation of the authorized representative of OSUIT or MACU.
9. MACU will provide OSUIT with the following at the appropriate points in time each semester:
- After Fall census each year, Mid-America Christian University will send an electronic file of directory information on students who stopped attending MACU for two semesters.
 - For *Reverse Transfers* as part of the *Complete College America* initiative, MACU will provide unofficial transcripts on students who are currently enrolled, and those who have stopped attending, and who meet the following criteria:
 - Earned 15 college credit hours at OSUIT, and
 - Earned a total of at least 60 college credit hours, and
 - Are in good standing.
10. Upon execution of this agreement, MACU may want to consider designating annual scholarships for articulated program areas/majors for OSUIT students with a signed Intent to Transfer form for MACU.
- MACU will develop the guidelines for the scholarships and select the students to receive these scholarships each year.
 - OSUIT will promote the MACU scholarship to all AS and applicable AAS students.
 - OSUIT students will complete the scholarship application and return to the authorized representative of MACU by the predetermined deadline.
 - MACU will notify selected students of the scholarship award.
 - MACU will notify OSUIT of the selected students.

Reporting and Tracking Provisions

11. Upon receipt of electronic files from MACU, OSUIT will code the students as *MACU Students* to aid in the tracking and reporting of students continuing in college through this agreement.
12. OSUIT will submit in the fall of each year a conversion report to MACU.
13. OSUIT will submit to MACU the number of *Reverse Transfers* from MACU who are awarded A.S. degrees as a result of this agreement.
14. MACU will provide OSUIT with a report annually of the performance of all students who signed a letter of intent and transferred from OSUIT. Report will include name of student, hours transferred in, total hours earned, GPA transferred in, and cumulative GPA.

Terms

Upon execution of this agreement, the arrangement shall continue until terminated by either party with one year written notice.

Notice

Notice of termination by either party to the other shall be in writing and addressed to the party to be notified with return receipt requested, or by personal delivery to the person to be notified.

Notice to Oklahoma State University Institute of Technology shall be sent to:

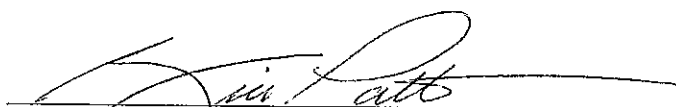
Dr. Greg Mosier
Vice President of Academic Affairs
1801 E. 4th Street
Okmulgee, OK 74447

Notice to Mid-America Christian University shall be sent to:

Dr. Sharon Lease
Vice President for Academic Affairs
Dean of The College of Arts & Sciences
3500 SW 119th
Oklahoma City, OK 74804


In witness thereof, the authorized representatives of the parties have executed this agreement on the 28th day of May 2014.

Oklahoma State University Institute of Technology
Authorized Representative



Dr. Bill Path, President

Mid-America Christian University
Authorized Representative



Dr. John Fozard, President