

Articulation & Reverse Transfer Agreement

Oklahoma State University Institute of Technology & Oral Roberts University

This formal articulation agreement is made and entered into by Oklahoma State University Institute of Technology, hereinafter referred to as OSUIT, and Oral Roberts University, hereinafter referred to as ORU. By this agreement, OSUIT and ORU (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 ORU. 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 ORU for OSUIT students.
2. ORU and OSUIT college faculty of the same disciplines will meet, when necessary, however in lieu of meeting, the faculty of both institutions shall work to resolve any academic programmatic issues that arise as we develop course/degree articulations. These meetings/discussion will be directed by the appropriate college administrators (Provost or VPAA) when necessary and will focus on creating solutions to such issues, but not limited to these issues, as 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. ORU 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 ORU.
 - 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 Oral Roberts 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 ORU prior to completing the A.S. degree may have ORU credits applied toward an associate degree at OSUIT (see #9).
6. Collaborative Projects: The Institutions will develop joint projects by which departments may collaborate together for the purpose of providing students with an exceptional experience that could not otherwise be developed without sharing facilities, equipment, and personnel for the completion of the collaborative project. Prior to commencement of the collaborative project, the proposal shall be reviewed and approved by both institutions. Each collaborative project shall be viewed as separate and individual and shall have no bearing on subsequent project proposals.

Advising, Enrollment & Recruiting/Marketing Provisions

7. A notation of the articulation partnership and specific agreements between OSUIT and ORU will be indicated in the respective catalogs and institution websites.
8. 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 ORU.
9. The “Intent to Transfer For Baccalaureate Degree Programs” Form:
 - Will be submitted to ORU and OSUIT, respectively, to encourage relationship-building, promote student retention, and increase transfer rates for students.
 - Will provide ORU and OSUIT transfer students degree 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 ORU. Exceptions to this policy will be considered on a case-by-case basis upon the recommendation of the authorized representative of OSUIT or ORU.
10. ORU will provide OSUIT with the following at the appropriate points in time each semester:
 - After Fall census each year, Oral Roberts University will send an electronic file of directory information on students who stopped attending ORU for two semesters.
 - For *Reverse Transfers* as part of the *Complete College America* initiative, ORU 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.
11. Upon execution of this agreement, ORU may want to consider designating annual scholarships for articulated program areas/majors for OSUIT students with a signed Intent to Transfer form for ORU.
 - ORU will develop the guidelines for the scholarships and select the students to receive these scholarships each year.
 - OSUIT will promote the ORU scholarship to all AS and applicable AAS students.
 - OSUIT students will complete the scholarship application and return to the authorized representative of ORU by the predetermined deadline.
 - ORU will notify selected students of the scholarship award.
 - ORU will notify OSUIT of the selected students.

Reporting and Tracking Provisions

12. Upon receipt of electronic files from ORU, OSUIT will code the students as *ORU Students* to aid in the tracking and reporting of students continuing in college through this agreement.

13. OSUIT will submit in the fall of each year a conversion report to ORU.
14. OSUIT will submit to ORU the number of *Reverse Transfers* from ORU who are awarded A.S. degrees as a result of this agreement.
15. ORU 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 Graduate/Retention 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. Scott Newman
Interim Vice President of Academic Affairs
1801 E. 4th Street
Okmulgee, OK 74447

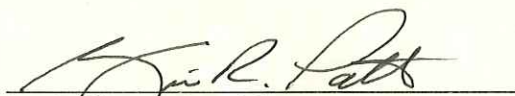
Notice to Oral Roberts University shall be sent to:

Dr. Kathaleen Reid-Martinez
Provost
7777 S. Lewis Avenue
Tulsa, OK 74171

In witness thereof, the authorized representatives of the parties have executed this agreement on the ___ day of _____ 2015.

Oklahoma State University Institute of Technology
Authorized Representative

Oral Roberts University
Authorized Representative



Dr. Bill Path, President



Dr. Kathaleen Reid-Martinez, Provost

Intent to Transfer for Baccalaureate Degree Programs

Instructions: This form is to be completed by the student.

- 1. Complete form, sign, and date.
- 2. Keep a copy for your own records.
- 3. Send to ORU, along with a copy of your OSUIT transcript.

Expected Date of Enrollment: Year 20__ Fall Spring Summer

Name: _____ SSN: _____

Mailing Address: _____

Day Phone: _____ Evening Phone: _____

Upon completion of my _____ degree at Oklahoma State University Institute of Technology, I intend to enter Oral Roberts University (ORU) to pursue a baccalaureate degree in _____.

I understand this agreement will allow me to pursue my proposed degree plan under the ORU catalog in effect on the date of this form for a period of six (6) years. I will, therefore, receive from ORU the same catalog and curriculum protection guaranteed to other ORU students.

I understand that I must maintain continuous enrollment, with no more than one (1) year not in attendance at OSUIT or ORU. If I fail to meet any of these requirements, I will be subject to the curriculum requirements in the current catalog at the time I re-enter ORU. This form will be held on file in the ORU Registrar's Office.

I understand that ORU will provide an annual report of my performance to OSUIT that may contain directory information as well as GPA and hours earned at ORU.

This Intent to Transfer is nonbinding and, should I decide not to transfer during the timeframe indicated above, or choose not to attend ORU, I am under no obligation to do so.

Student's Signature Date