

Articulation & Reverse Transfer Agreement **Oklahoma State University Institute of Technology & Rogers State University**

This formal articulation agreement is made and entered into by Oklahoma State University Institute of Technology, hereinafter referred to as OSUIT, and by the Board of Regents of the University of Oklahoma, a constitutional state entity of the State of Oklahoma, by and through Rogers State University, hereinafter referred to as RSU. By this agreement, OSUIT and RSU (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 RSU. 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 RSU for OSUIT students.
2. RSU and OSUIT college faculty of the same disciplines will meet to develop course/degree articulations. 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. RSU 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 RSU.
 - 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 Rogers State 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 RSU prior to completing the A.S. degree may have RSU 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 RSU 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 RSU.
8. The “Intent to Transfer For Baccalaureate Degree Programs” Form:
- Will be submitted to RSU and OSUIT, respectively, to encourage relationship-building, promote student retention, and increase transfer rates for students.
 - Will provide RSU 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 RSU. Exceptions to this policy will be considered on a case-by-case basis upon the recommendation of the authorized representative of OSUIT or RSU.
9. RSU will provide OSUIT with the following at the appropriate points in time each semester:
- Remove
 - An electronic file of directory information on students who cannot return due to academic or financial aid suspension.
 - For *Reverse Transfers* sought by RSU students, RSU 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, RSU may want to consider designating annual scholarships for articulated program areas/majors for OSUIT students with a signed Intent to Transfer form for RSU. These scholarships will be used for tuition at RSU.
- RSU will develop the guidelines for the scholarships and select the students to receive these scholarships each year.
 - OSUIT will promote the RSU scholarship to all AS and applicable AAS students.
 - OSUIT students will complete the scholarship application and return to the authorized representative of RSU by the predetermined deadline.
 - RSU will notify selected students of the scholarship award.
 - RSU will notify OSUIT of the selected students.

Reporting and Tracking Provisions

11. Upon receipt of electronic files from RSU, OSUIT will code the students as *RSU Admissions* for applicants who were denied admission, and *RSU Performance* for students whose academic performance has caused academic or financial aid suspension.
12. OSUIT will submit in the fall of each year a conversion report to RSU.
13. OSUIT will submit to RSU the number of *Reverse Transfers* from RSU who are awarded A.S. degrees as a result of this agreement.
14. RSU 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:

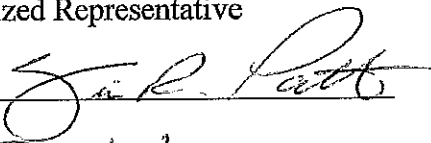
Dr. Greg Mosier
Vice President of Academic Affairs
1801 E. 4th Street
Okmulgee, OK 74447

Notice to Rogers State University shall be sent to:

Dr. Richard Beck
Vice President for Academic Affairs
1701 West Will Rogers Blvd.
Claremore, OK 74017

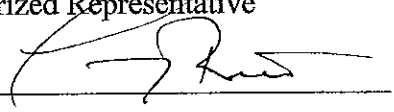
In witness whereof, the authorized representatives of the parties have executed this agreement on the ___ day of _____, 201__.

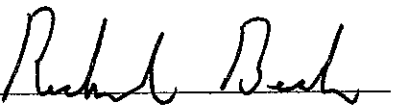
Oklahoma State University Institute of Technology
Authorized Representative

By 
President
Title

By 
Vice President A.A.

Rogers State University
Authorized Representative

By 
PRESIDENT
Title

By 
VPAA

OSUIT



RSU

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 RSU, 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 Rogers State University (RSU) to pursue a baccalaureate degree in _____.

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

I understand that I must maintain continuous enrollment, with no more than one (1) year not in attendance at OSUIT or RSU. 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 RSU. This form will be held on file in the RSU Registrar's Office.

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

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

Student's Signature

Date