



**Transfer Agreement  
Between  
Carl Albert State College  
and  
East Central University**

**Effective Academic Year: 2016-2017**



## **PROGRAM TRANSFER AGREEMENT**

### **SECTION I: *PURPOSE***

This formal transfer agreement is made and entered into by the East Central University, hereinafter referred to as ECU, and Carl Albert State College, hereinafter referred to as CASC. By this agreement ECU and CASC engage in a shared commitment to increasing opportunities for student access to and success in higher education. By clarifying transfer policies and procedures, which assure articulation between programs, the institutions assist students in making a seamless transfer from the associate to the baccalaureate degree. Upon formal approval of this transfer agreement by the appropriate officials of both institutions, each is free to publicize the terms herein.

### **SECTION II: *AGREEMENT PROVISIONS***

Students will meet or exceed admission requirements at CASC upon enrollment in the designated degree program. Performance and curricular deficiencies will be met prior to transfer to ECU and in accordance with the remediation policies of the community college.

Students who begin their degree program during the effective academic year at the designated Oklahoma community college, maintain continuous enrollment, and graduate with the designated degree/program are eligible to transfer to ECU under the terms of this agreement.

Students under this agreement who complete the designated program of courses and apply to ECU with a retention GPA of 2.0 or higher will be eligible for admission the ECU.

When students matriculate to ECU, they may apply for financial aid through the Financial Aid Office of ECU.

### **SECTION III: *Requirements***

1. Courses in this agreement are accepted at ECU, as specified, and apply to the student's baccalaureate degree program in the same manner as non-transferring students. Minimum grades required to meet requirements are the same for courses taken at the community college and courses taken at ECU.
2. Upon transfer, continuously enrolled students under this agreement may petition to meet program requirements from the ECU catalog in effect the semester they started at the designated Oklahoma community college. Students, transferring and non-transferring, may need to complete additional coursework in order to meet current certification requirements. ECU courses are continuously assessed and changed to meet changing educational needs. Transfer students will receive the same treatment and protection relative to course changes afforded to non-transferring students.
3. Academic forgiveness provisions (repeat and reprieve) granted at the community college will be honored at ECU.
4. The standards for graduation will be the same for students transferring under this agreement as for non-transferring students, except that general education/university core

requirements for students transferring under this agreement will be considered met unless a course is a pre-requisite to a program requirement.

5. Oklahoma State Regents for Higher Education minimum standards for a baccalaureate degree will be met.

#### **SECTION IV: *UPDATES/REVIEW/DISCLAIMER***

This agreement is subject to change by legislative action, the Department of Education, the Regional University System of Oklahoma, the Oklahoma State Regents for Higher Education, or external governing/accrediting agencies.

This agreement will be reviewed annually by the appropriate department chairs at ECU and the community college and revised according to University and community college procedures. This review will take place in the spring, in order to incorporate program changes for the subsequent academic year.

Any revisions to the original Program Transfer Agreement will be communicated to all signatories of the original agreement as well as appropriate individuals on both campuses.

This agreement may be discontinued by either institution as need arises upon written notification to the other institution prior to the termination date.

Both institutions are committed to the partnership and the success of the student in pursuit of this degree program. Both parties will work toward ensuring that currently enrolled students have the opportunity to complete their degree program effectively and efficiently.

#### **SECTION V: *REVERSE TRANSFER***

Both institutions take responsibility in assisting students that matriculate to ECU from CASC prior to the completion of an associate degree in obtaining an A.A. or A.S. from CASC while continuing enrollment at ECU.

ECU will be responsible for obtaining the student's permission to send transcripts and enrollment verification to CASC. ECU will assist the student in the plan to complete required courses for associate degree completion. At the end of the agreed upon semester, ECU will send official transcripts to CASC for associate degree awarding.

CASC will identify any courses that are required for the student to be awarded an associate degree. After CASC has awarded the associate degree, they will send ECU official transcripts indicating the newly awarded degree.

In the best interest of the students, both institutions will not charge students for these services.