



**Articulation Agreement
Between
Albertus Magnus College – School of New Dimensions
and
Housatonic Community College**

Terms and Conditions

Albertus Magnus College – School of New Dimensions (AMC-ND) and Housatonic Community College (HCC) enter into this articulation agreement to facilitate the transfer of Housatonic Community College students to Albertus Magnus College – School of New Dimensions.

The articulation includes an overarching agreement and then specific program articulations for the following Associate Degree Business programs: Business Administration Parent Program, Business Administration: Human Resource Management, Business Administration: Management, Business Administration: Finance, Business Administration: Small Business Management, Business Administration: Global Business Option, Business Administration: Customer Service/Marketing. (See attachments).

Under the Articulation Agreement, HCC students will be guaranteed admission into AMC-ND's Bachelor degree program with a third-year junior status on the condition that they:

- Graduate from HCC with an earned Associate of Science (A.S.) degree in a business administration program major as specified;
- Earn a minimum GPA of 2.00 or better;
- Indicate articulation intent;
- Satisfy all other AMC-ND admissions requirements which include:
 - two years of work experience,
 - completion of the AMC-ND application process to include two letters of recommendation,
 - review of discipline and criminal history and accommodations needs, if any.

Under the Articulation Agreement, upon a student's admittance, AMC-ND agrees to accept and apply up to 63 transfer credits from courses completed for the HCC associate degree to the appropriate AMC-ND course requirements. Additionally:

- Courses with grades of less than C (C-, D+, D and D-) are transferrable **only** if the student has earned an Associate's Degree from Housatonic Community College (*reference: Connecticut State Community College System Policy*),
- Students may opt to complete up to 9 additional credit hours of lower division AMC-ND required General Education or Elective courses at HCC while attending AMC-ND.

Qualified HCC graduates entering AMC-ND under the terms of the Articulation Agreement go through the College's transfer admissions process, and therefore must meet all applicable requirements and deadlines pertaining to admissions, orientation, registration, and payment of tuition and fees.

This agreement becomes effective for HCC students entering AMC-ND on the date of execution of this agreement and all subsequent semesters.

To facilitate the transfer of qualified HCC students to AMC-ND in accordance with the foregoing terms, the parties agree to the following:

Obligations of Albertus Magnus College – School of New Dimensions

In accordance with the terms and conditions of this Agreement, AMC-ND will:

1. Waive the admission application fee for eligible HCC students pursuant to this agreement.
2. Ensure that HCC students will be provided with AMC-ND financial aid information and receive full consideration for financial aid upon matriculation at the College.
3. Invite HCC students who have indicated articulation intent to information and advising meetings with AMC-ND counselors on a regular basis at the HCC campus in order to facilitate a smooth curricular and co-curricular integration to the College.
4. Work with HCC on specific program transfer requirements to specify courses that satisfy AMC-ND core requirements.
5. Ensure that HCC students are afforded the same rights and privileges of other AMC-ND students upon matriculation.

Obligations of Housatonic Community College

In accordance with the terms and conditions of this Agreement, HCC will:

1. Publicize the agreement to prospective, current, and graduating HCC students in its promotional materials.
2. Provide arrangements for AMC-ND enrollment representatives to visit HCC and meet with prospective students.
3. Provide AMC-ND with an electronic file in mutually agreed upon format that contains the names of anticipated A.S. and A.A. graduates twice a year (December and Spring graduates) so that the College can do a “one-time” information packet mailing about the agreement.

Joint Obligations

In accordance with the terms and conditions of this Agreement, both institutions will:

1. Consult with each other through appropriate channels prior to implementing major changes in policy or curriculum that directly affect students transferring under the terms of this agreement.
2. Review these agreements annually and make appropriate changes upon mutual agreement as needed. Should revisions become necessary, such changes will become effective when both institutions sign the revised document.
3. Collaborate in providing students with information about this agreement, AMC-ND academic requirements, and the process of transferring to the College.
4. Jointly agree to develop and implement promotional efforts to communicate the benefit of this agreement.

5. Designate representatives who will coordinate the agreement between the two institutions (for HCC: Business Dept. Chair and Transfer Counselor; for AMC-ND: Dean's Office).
6. Exchange data and documents on a regular basis that will contribute to the maintenance and improvement of this agreement, enhance the transfer process, and promote effective cooperation between institutions.

No Third Party Beneficiaries

Both institutions agree that this agreement is intended to establish protocols to facilitate transfer of Housatonic Community College students to AMC-ND, but that it expressly is not intended to create a contractual right in any student or other person or entity as a third party beneficiary or otherwise.

Revision, Renewal, and Termination of Agreement

The Dean at Albertus Magnus College – School of New Dimensions and the Academic Dean at Housatonic Community College are responsible for identifying and communicating to each other changes in the policies or requirements of their respective institutions that affect this Agreement.

This Agreement will be in effect as of the date of this signing for students entering AMC-ND. It will be reviewed annually until superseded by a new agreement or formally terminated.

Either institution may terminate this agreement at any time by written notice at least one year in advance of the effective date of termination. Should this agreement be terminated, it is understood that the termination will not apply to students already accepted to AMC-ND under the terms of this agreement, but not yet enrolled in classes at the College.

Execution of Agreement

The willingness of both institutions to enter into this Articulation Agreement in order to facilitate the transfer of qualified students from Housatonic Community College into Albertus Magnus College – School of New Dimensions is indicated by the following signatures.

The undersigned representatives of the parties have executed this agreement effective September 8, 2010.

For Housatonic Community College

**For Albertus Magnus College
School of New Dimensions**

Anita T. Gliniecki , President

Julia McNamara, President

Elizabeth Roop, Academic Dean

John Donohue, Provost and VP for Academic Affairs

Joan Gallagher, Business Dept. Chair

Irene Rios, Dean, School of New Dimensions