

COMPREHENSIVE “2 + 2” TRANSFER ARTICULATION AGREEMENT

Westchester Community College, SUNY

**75 Grasslands Road
Valhalla, NY 10595**

and

Concordia College

**171 White Plains Rd.
Bronxville, NY 10027**

I. PURPOSE

Westchester Community College (hereafter referred to as WCC), a community college in Westchester County, New York and Concordia College, an institution in Westchester County, New York, agree to articulate the programs outlined in this document to ensure a smooth transfer process for Westchester Community College graduates.

The purpose of this Articulation Agreement (the "Agreement") is to establish collaboration between **Westchester Community College** and Concordia College, to promote degree completion and facilitate the transfer process. This Agreement provides assurance that students will matriculate into Concordia College with junior standing in the following programs: Business, Education, Nursing, Psychology, and Social Work. The following general principles guide the operation of this Agreement:

- Qualified WCC graduates (A.S. and A.A.) who transfer into Concordia College have fulfilled the Concordia Distinctive core with the exception of one 3-credit Theology course (*Religions of the World* currently offered at WCC will satisfy Concordia's Theology requirement) and the one-credit Transfer Seminar. WCC graduates who pass Concordia College's English and Mathematics proficiency exams are exempt from taking any Communication or Mathematics courses in the core curriculum. Otherwise, they will take these courses at Concordia as appropriate.
- Westchester Community College students who graduate with an A.S. and A.A. degree with a cumulative GPA of 2.0 will be granted junior status at Concordia College. For **program-specific admission requirements** in Education, Nursing, Social Work, and Accounting Specialization (within Business Administration), please see Appendix A.
- Qualified WCC graduates (A.A.S.) will be awarded up to a maximum of 90 credits earned at Westchester as applicable to the bachelor's degree in any of the following disciplines: Business, Education, and Nursing, Psychology, and Social Work.

II. ADMISSIONS

This agreement applies to those students who have followed the Westchester Community College Fall 2015 undergraduate catalog requirements, or thereafter. Any pre-existing agreements with Concordia College continue to apply to students prior to Fall 2015.

This agreement only applies to students who have successfully met graduation requirements prior to enrollment at the transfer institution. They will be accepted to Concordia College based on the following conditions:

- Upon meeting transfer admission requirements, students will transfer with **junior standing** at Concordia College. Students who transfer from Westchester Community College to Concordia College are expected to adhere to general academic policies and procedures required for admission to the College, and to fulfill any particular requirements (regarding GPA, prerequisites, clinical experience, etc.) that may be in

place for certain academic programs at the College. The Concordia College catalogue specifies, in detail, all relevant policies and procedures.

III. ACCEPTANCE OF CREDITS

A minimum of 60 credits from the associate degree will be applied toward the completion of the articulated bachelor's degree program.

A maximum of 90 credits will be applied toward the completion of the articulated bachelor's degree program.

If all credits do not count for requirements in the major, they will then count as elective credit toward the degree.

Students will receive a transfer credit evaluation at the time of admission.

IV. REMAINING CREDITS AT RECEIVING INSTITUTION

Students who attend Concordia College under this agreement will be required to fulfill Concordia College's bachelor's degree requirements that are in effect the semester/year they matriculate, not to exceed the number of remaining credits outlined in Appendix A.

V. GENERAL EDUCATION CREDITS

By virtue of completion of the A.A. or A.S. degree at WCC, all students will be waived of the lower level general education/core requirements at Concordia College except for one 3-credit Theology course (*Religions of the World* currently offered at WCC fulfills this requirement) and the one-credit Transfer Seminar. WCC graduates who do not pass Concordia College's English and Mathematics proficiency exams will take these courses at Concordia as appropriate. Students will not be required to take any additional lower level general education/core requirements. This applies to all accepted students, regardless of whether a program to program equivalency exists.

Students with an A.A.S. degree may have additional lower level general education/core requirements at Concordia College.

VI. "2 + 2 +1" OPPORTUNITIES

In addition to the program to program alignments outlined in Appendix A, guaranteeing that students can graduate in 4 years (full-time) between the two institutions, the following alignments guarantee that students can graduate in a total of 5 years (full-time) with a master's program, known as "2 + 2 + 1." Those options are as follows:

WCC Associate's Degree	<u>Concordia College</u> Bachelor's Degree	<u>Concordia College</u> Master's Degree
Business Administration, A.S. & A.A.S.	Business Administration, B.S.	Master of Science in Business Leadership

Liberal Arts and Sciences/ Childhood Education, A.A.	Childhood Education, B.A.	Master of Science in Education
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VII. SCHOLARSHIPS

Concordia College, in partnership with Westchester Community College, will create and award the Concordia College /Westchester Community College Pathways Transfer Scholarship, in an effort to encourage Westchester Community College students to earn their associate degree credentials, facilitate transfer to the four-year institution, and support completion of the bachelor's degree at Concordia College. These \$15,000 scholarships will also serve as marketing/recruitment tools for the receiving institution.

The Concordia College /Westchester Community College Pathways Transfer Scholarships will have the following criteria:

- Students must earn a minimum GPA of 3.0
- Students **MUST** graduate with an associate's degree from Westchester Community College
- The scholarship will be automatic, based on the student's transfer admissions application.
- Students must register at the receiving institution as full-time, matriculated students
- The scholarships will be renewable, as long students meet the following minimum requirements:
 - Maintain a cumulative GPA of 3.0
 - Maintain full-time matriculated status
 - Maintain satisfactory academic progress towards a degree at the receiving institution
- The scholarships are subject to aid eligibility policy as noted in the link below.

Concordia College also offers general scholarships to transfer students. For information on Transfer Scholarships, please see the College's website at: <http://www.concordia-ny.edu/financial-aid/Grants-and-Scholarships.cfm>.

VIII. PROMOTION/OUTREACH

WCC and Concordia College agree to publicize this Agreement via, but not limited to printed and electronic marketing materials and communications. WCC and Concordia College agree to collaborate to ensure successful transfer initiatives.

WCC and Concordia College grant a reciprocal license for each to use the name and/or logo of the other educational institution for the purpose of promotion and advertisement of this specific agreement, addressing graduates of Westchester Community College, promoting their associate degree completion. The agreed upon name of this agreement/relationship for publicity purposes will be consistently referred to as Westchester Community College and Concordia College Transfer Program. Neither party is authorized to use the other's name and/or logo for any purpose other than stated herein. Advertisement will be disseminated only

after consultation between the parties. WCC and Concordia College will communicate their marketing and promotion plan to each other to avoid duplication and to make effective use of promotion resources.

IX. REVERSE TRANSFER

This transfer articulation agreement will be honored in the event students from WCC transfer to Concordia College prior to completion of their WCC associate's degree, and sub-sequentially obtain their associate's degree through WCC's reverse transfer process.

Concordia College will work collaboratively with WCC to communicate with students who have transferred from WCC prior to associate's degree completion, so that the reverse transfer process can be activated.

X. TERM/MONITOR/REVIEW

- A. The initial term of this agreement shall be four years from the date of the last signature, with three (3) automatic renewals of two years each.
- B. The agreement may be amended or renewed by mutual agreement and will be formalized via revision of this agreement.
- C. Concordia College will provide WCC annually with statistics regarding transfer students from WCC. Data requested includes: number of applications, enrollments, transfer credits, majors, GPAs, financial aid awarded outside of state/federal aid, as well as completion statistics.
- D. WCC and Concordia College and agree to communicate program changes in a timely manner to avoid disruption of student progress toward degree completion. Concordia College and WCC will designate a specific office for this communication. The Office of the Vice Provost of Undergraduate Academic Affairs will be the designated office at Concordia College.



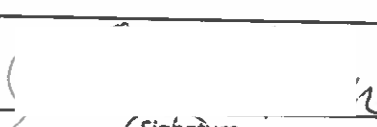

XI. TERMINATION

The Agreement may be terminated by either party for due cause and after written notification with a minimum of 90-day notice. Termination of the Agreement will not affect any students currently enrolled at or accepted to Concordia College at the time of termination.

XII. APPENDICES

As part of this agreement, the following have been included:

- Appendix A: Program-specific admission requirements for Accounting Concentration in Business Administration
- Appendix B: Program-specific admission requirements for Education
- Appendix C: Program-specific admission requirements for Nursing
- Appendix D: Program-specific admission requirements for Social Work
- Appendix E: Program-to-Program Table

Westchester Community College			
<i>Interim Vice President & Dean of Academic Affairs</i>	<i>Peggy Bradford, J.D., Ed.D.</i>		<i>4/13/2016</i>
	<i>Name</i>	<i>Signature</i>	<i>Date</i>
<i>President</i>	<i>Dr. Belinda S. Miles</i>		<i>4/13/2016</i>
	<i>Name</i>	<i>Signature</i>	<i>Date</i>
Concordia College			
<i>Provost</i>	<i>Dr. Sherry Fraser</i>		<i>4/13/2016</i>
	<i>Name</i>	<i>Signature</i>	<i>Date</i>
<i>President</i>	<i>Dr. Viji George</i>		<i>4/13/2016</i>
	<i>Name</i>	<i>Signature</i>	<i>Date</i>

*There are two original signed documents, one for each institution.
Upon completion, please return documents to:*

*Danielle DiGrazia
Assistant Dean of Academic Affairs
Westchester Community College
75 Grasslands Road
Valhalla, New York 10595*

*danielle.digrazia@sunywcc.edu
Ph. (914) 606-6719*

APPENDIX A – BUSINESS WITH AN ACCOUNTING SPECIALIZATION

Concordia College New York Division of Business

Undergraduate Transfer Business Administration Admission as an Accounting Specialization

Applicants looking to enter our B.S. in Business Administration program with Accounting Specialization must apply as a Business Administration major. In addition to the criteria and requirements for transfer students, potential Accounting Specialization applicants will need to meet the following criteria:

1. A minimum of a 3.0 GPA on a 4.0 scale in all Accounting courses
2. Successful achievement of at least the Passing Level on the Accounting Placement Exams after applying to Concordia College
3. Successful achievement of at least the Passing Level of the English Placement Exam

Appendix B - Admission to the Teacher Education Program

Admission Checklist for WCC Applicants

Thank you for your interest in the Education Programs at Concordia College. Admission to Concordia College does not automatically include admission to the Teacher Education Program. If you intend to enter the Teacher Education Program, you must complete the steps listed below. You should familiarize yourself with this procedure and plan your activities accordingly.

In order to be considered for admittance to Concordia's Teacher Education Program, you must:

1. ____ Have chosen a certification level and area of Liberal Studies concentration.
2. ____ Have taken EDU 120 - Principles of Education or equivalent and received a grade of "B-" or better.
3. ____ Have obtained NYSED fingerprint clearance. *For more information: www.NYSED.gov*
4. ____ Have a grade point average of at least 3.1. *This will be monitored throughout a student's program.*
5. ____ Complete the faculty recommendation form. *You will furnish the names of three WCC instructors with your application. The Education Office will contact the professors and send them the appropriate forms.*
6. ____ Submit a completed application & essay for admission to the Teacher Education Program.
7. ____ Take the ALST exam and share the score with the Teacher Education Program
8. ____ Contact Mrs. Morgan to schedule an interview with Dr. Dresser, Chair of the Education Division (914-337-9300, extension 2220).

Once these steps have been completed, your application for admission to the Teacher Education Program will be evaluated by the entire faculty in the program. If the application is approved by the department, then you may register for courses in the Professional Sequence. **Please note: You may not register for courses in the professional sequence until you obtain this approval.**

Also please note: Completion of the above steps does not guarantee your admission to the Teacher Education Program. Other factors, including disposition and likelihood of meeting state certification requirements, will play a role in the department's decision.

Student Name: _____ Signature _____

Date: _____

Undergraduate Transfer Nursing Admission as a Nursing Candidate

Applicants looking to enter our B.S. in Nursing program must apply as a Nursing Candidate. In addition to the criteria and requirements for transfer students, potential applicants will need to meet the following criteria:

1. A minimum of a 3.0 GPA on a 4.0 scale
2. Successful completion of some of the following Concordia prerequisite courses with a minimum final grade of C+ and above or a minimum final grade B and above for prerequisite transfer courses including:
 - Anatomy and Physiology I (with lab)
 - Anatomy and Physiology II (with lab)
 - Microbiology (with lab)
 - Heredity & Society (Genetics)
 - Elements of Inorganic, Organic & Biochemistry
 - General Psychology
 - Developmental Psychology I (birth through childhood)
 - Developmental Psychology II (adolescence through adulthood).
3. Successful achievement of at least the Proficiency Level on the Test of Essential Academic Skills (TEAS test) within 6 months prior to application to the Nursing Program.

Note: Upon admission as a nursing candidate, students must successfully complete all prerequisite courses for application to the Nursing Program.

Admission Criteria for Concordia College Traditional Undergraduate Nursing Program

First-year students interested in the traditional Undergraduate Program in nursing are admitted to the College as nursing candidates. During the freshman and sophomore years, nursing candidates complete required course work which will prepare them for admission to the Nursing program of study. Candidates must apply to the Chair of the Undergraduate Program for admission to the Nursing program in their second year of the program. Transfer students must complete at least one semester of academic study at Concordia College, prior to applying for the nursing program. Eligibility for the Undergraduate Nursing program of study includes:

1. Cumulative grade average of 3.0
2. Minimum of a C+ in every required science course taken at Concordia College (CHM 171; BIO 215; BIO 271; BIO 272; BIO 373)
3. Minimum of a B in every required science course taken within the last 5 years, transferred into Concordia College (CHM 171; BIO 215; BIO 271; BIO 272; BIO 373)
4. Minimum of a C+ in required psychology courses taken at Concordia College (PSY 181; PSY 281; PSY 291)
5. Minimum of a B in required psychology courses taken within the last 5 years, transferred into Concordia College (PSY 181; PSY 281; PSY 291)

6. Minimum of C+ in pre-requisite nursing courses taken at Concordia College (NUR 221, NUR 222).
7. Successful achievement of at least the Proficiency Level on the Test of Essential Academic Skills (TEAS Test) within 6 months prior to application to the Nursing Program. One retake per year is permitted. This is true regardless of testing site. Applicants must wait 30 days from the initial test date to retest. Applicant must retest on all sections of the test when retesting.
8. Letter of recommendation from a member of the faculty at Concordia College
9. Students who are unsuccessful in the required prerequisite science courses may only repeat the science course once. Only two required science courses may be repeated. Two withdrawals (W) from any science course will equate to a failed course.
10. Students who are unsuccessful in the required prerequisite psychology courses may only repeat the psychology course once. Only two required psychology courses may be repeated. Two withdrawals (W) from any psychology course will equate to a failed course.
11. Students who are unsuccessful in any nursing course may only repeat the nursing course once. Only one nursing course may be repeated and that course may be repeated only one time. Two withdrawals (W) from any nursing courses will equate to an F.

APPENDIX D - SOCIAL WORK

Transfer Agreement

Concordia College – Social Work Program & A.S. in Human Services Westchester Community College

General Stipulations:

- Westchester students who graduate with an A.S. Degree in Human Services with a cumulative GPA of 2.0 will be granted "junior" or upper-level status at Concordia College.
- Upon transferring into Concordia College, qualified Westchester graduates who hold an A.S. in Human Services will be awarded up to a maximum of 90 credits earned at Westchester.
- Westchester students must complete all Concordia Social Work support courses as listed in the program to program alignment template.
- Students graduating with an A.S. degree in Human Services must receive a C or better in all transferred to courses applicable to the Social Work Major at Concordia.
- An interview with the Social Work Program Director will be arranged when a student applies to Concordia College.
- An application to the Social Work Major will be completed by all Westchester students upon entering the school at the beginning of their junior year at which point students will be received as a Social Work Program Candidate.
- An official transcript must be reviewed by the registrar's office before official acceptance into the Social Work Major.
- Students will be accepted into the Social Work Major upon successful completion of their junior year requirements.

Appendix E: Program to Program Alignment

Westchester Community College		Concordia College	
Program	Degree Type	Program	Degree Type
Business - Accounting	A.S.	Business Administration	B.S.
Business Administration	A.A.S.	Business Administration (also adult ed.)	B.S.
Business Administration	A.S.	Business Administration (also adult ed.)	B.S.
Global Business	A.S.	Business Administration (also adult ed.)	B.S.
Human Services	A.S.	Social Work	B.S.
Liberal Arts & Sciences: Childhood Education (Teacher Education Transfer)	A.A.	Teacher Education (5 year program)	B.A./M.S.
Liberal Arts & Sciences: Social Sciences	A.A.	Psychology	B.A.
Liberal Arts & Sciences: Social Sciences with a concentration in Psychology <i>(effective fall)</i>	A.A.	Psychology	B.A.
Nursing	A.A.S.	Nursing	B.S.