

# Southwestern College Professional Studies and Tulsa Community College

## Memorandum of Agreement

### Introduction

This agreement formally recognizes that **Southwestern College Professional Studies (SCPS)** and **Tulsa Community College (TCC)** are both active educational partners in providing educational opportunities for currently enrolled and potential students of our combined institutions. Both **SCPS** and **TCC** share a commitment to increasing opportunities for student access to and success in higher education. Agreement to this partnership requires a commitment by both institutions to facilitate a student's ability to transfer into an undergraduate degree program without jeopardizing the intended mission and stated goals of either institution.

### Purpose

This agreement defines a structure through which articulation on all levels can be supported. This agreement is specifically designed to allow for maximum transfer of credit and a seamless transition for students earning an associate degree. Development and distribution of all transfer articulation products (e.g. brochures, checklists or transfer guides) are the responsibility of **SCPS**. **SCPS** will honor the input from **TCC** so that the most efficient transfer possible may be achieved for the student. **SCPS** and **TCC** agree to develop a working plan which may include:

1. Creation and implementation of transfer material.
2. Counselor/advisor and faculty interchange.
3. Determination of location and method of distributing advisement information.
4. Distribution of transfer information on the Internet including the ability to electronically link both institutions through their transfer websites.

### Transfer Elements

1. All coursework presented by students who have earned an associate degree from **TCC** will transfer to **SCPS**, with the exception of varsity athletics or courses identified by the first institution as developmental/remedial. A maximum of 64 hours earned at two-year colleges will apply to the bachelor's degree.
2. Students from **TCC** will be guaranteed admission to any chosen program offered through **SCPS** upon satisfaction of all other conditions for admission, as stated in the college catalog. **SCPS** admission requirements include:
  - High school graduation or GED;
  - A minimum of three years work experience (or satisfactory interview with the director of academic affairs explaining why this can be waived).
3. Although **Professional Studies** programs only require a minimum of 30 earned hours before entrance, it is preferable that **TCC** students enter with an AA, AS, or AAS from **TCC**.
4. Upon completion of the bachelor's degree, the associate degree will be listed on the baccalaureate transcript.

**SCPS** will honor this agreement with all associate degree granting institutions currently accredited or in candidacy status by regional or national accrediting bodies recognized by the U.S. Department of Education. **TCC** agrees to notify **SCPS**, of any adverse changes in its accreditation status.


Transfer literature for degrees offered at **SCPS**, will be provided upon request by contacting the Professional Studies administrative offices.

No financial implications concerning the transfer or exchange of cash, equipment, or real estate is intended or implied by this agreement. **SCPS** and **TCC** are separate and independent institutions of higher education and intend to remain so. The administrators of **SCPS** and **TCC** are authorized to prepare and implement plans of action and procedures necessary to effect this agreement.

**Longevity of Agreement**

This agreement will be in effect for three years from the date of administrative endorsement, below. Renewal of agreement with appropriate content changes will be discussed at the end of this time period. Renewal of this agreement requires the written consent of both **SCPS** and **TCC**. Transfer literature will be updated on an annual basis.

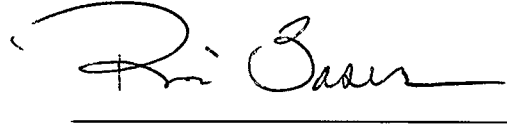
**Southwestern College Professional Studies**

 5/5/11

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