

**DIRECT ARTICULATION AGREEMENT  
BETWEEN  
THE UNIVERSITY OF CHARLESTON  
and  
SOUTHERN WEST VIRGINIA COMMUNITY AND TECHNICAL COLLEGE**

**I. PURPOSE**

This Agreement between The University of Charleston (“UC”) and Southern West Virginia Community and Technical College (“Southern”) establishes a mechanism for students of Southern West Virginia Community and Technical College to complete the requirements for the baccalaureate degree in programs existing at the University of Charleston. This articulation agreement allows direct transfer for Southern students possessing an A.A., A.S., or A.A.S. degree to UC. Additional transfer credits outside of the specific program may also be considered. **NOTE:** A program-specific articulation schedule for each UC academic program, signed by both parties, will be attached and made part of this Agreement as Southern students apply for admission to UC programs.

**II. GOALS**

1. To provide a well-defined 2 + 2 transfer Agreement that will enable Southern students the ability to plan their academic careers so as to minimize credit loss when transferring to UC to earn their baccalaureate degrees.
2. To provide a course-by-course transfer Agreement between UC and Southern to provide approved credit hours in UC programs for students who have earned a degree from Southern.

**III. APPLICATION PROCESS**

Students who wish to enroll at UC in a baccalaureate degree program as either a full-time or part-time student should apply through the University of Charleston Admissions Office.

**IV. TRANSFER REQUIREMENTS**

1. **Admission:** Southern students who wish to transfer into a baccalaureate degree program at UC must submit an application and official transcript(s) from the college(s) attended. Students will be admitted to UC provided the academic cumulative grade point average of the candidate is at least 2.25, and the student is in good academic and conduct standing. Admission into some UC academic programs may require a cumulative grade point average exceeding 2.25.
2. **Course Credit:** Courses will be considered for transfer if the courses to be transferred are equivalent or comparable to courses offered at UC, and the student’s grade is “C” or better;

- a. Transfer equivalencies are available for many Southern courses;
  - b. Cooperative education courses and internships will be evaluated on a course-by-course basis;
  - c. CLEP, ACT, AP, ACE, AARTS, and other types of credits for prior learning appearing on the Southern transcript are not automatically transferable. To be considered for CLEP, ACT, AP, ACE, AARTS credit, students must have an official transcript sent directly from the testing agency to the UC Admissions Office;
  - d. A letter grade of "P" is only acceptable when defined by Southern as an equivalent to a "C" or better;
  - e. Grades for Southern courses will not be computed as part of UC grade point average; and
  - f. All course work regardless of grade will be posted to the student's academic record for purposes of calculating eligibility for financial aid.
3. **Degree Requirements:** Students from Southern, once enrolled at UC, are responsible for completing the following in order to receive a baccalaureate degree:
- a. A minimum of 120 earned academic credits. A minimum of 60 hours will be transferred from Southern.
  - b. Fulfillment of all requirements and outcomes of the academic program;
  - c. Demonstration of achievement of exit-level standard on all Liberal Learning Outcomes;
  - d. Cumulative UC grade point average of 2.00 (some programs require a GPA higher than 2.00); and
  - e. Demonstration of achievement of exit-level standards on discipline and program outcomes.

**V. ADDITIONAL BENEFITS PROVIDED BY THE UNIVERSITY OF CHARLESTON**

- 1. UC will post specific information for faculty, staff, and students of Southern on the UC website;
- 2. Southern students will be eligible for benefits and resources extended to U.S. Armed Forces learners including:
  - a. Credit for military training;
  - b. Post-9/11 GI Bill and Yellow Ribbon Program participation;
  - c. Scholarships for active members of the West Virginia Army and Air National Guard;
  - d. Dedicated military support services; and
  - e. Flexible military leave as required.

3. UC will list Southern as a 2 + 2 member on an internal site utilized by UC learners and/or on the main website and will maintain a link that will direct learners to the Southern website;
4. UC will provide literature and other information to Southern to support its efforts in promoting this Agreement;
5. UC will provide Southern updated degree and transfer materials for learners and graduates;
6. When possible, UC will participate in Southern transfer fairs, graduate events, and faculty/staff development opportunities;
7. UC will provide a staff member as the primary contact for Southern to facilitate the Agreement;
8. UC will share information regarding the aggregate number of students enrolled and courses taken by Southern faculty, staff, and graduates on an annual basis; and
9. When appropriate, Southern will be invited to various networking events hosted by UC.

**VI. SOUTHERN WEST VIRGINIA COMMUNITY AND TECHNICAL COLLEGE PARTICIPATION GUIDELINES**

1. Southern will assign a staff member as the primary point of contact to work with the identified UC contact to effectively implement the Agreement.
2. Southern will work with UC to develop effective ways to share the benefits of this Agreement with faculty, staff, and graduates.
3. Southern will distribute and/or make available updated degree and transfer information from UC to its learners via the Southern website and through other electronic media.
4. Southern will maintain a link to the UC website for students interested in obtaining a baccalaureate degree.

**VII. REVISIONS TO AGREEMENT**

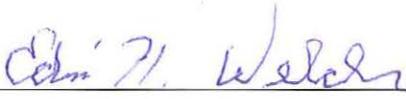
Amendments and/or revisions to the Agreement may be made in writing at any time by mutual consent of both parties. Such amendments and/or revisions signed by authorized

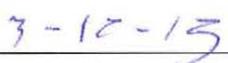
representatives of both parties shall be prepared in the form of an Addendum to the Agreement. The parties shall work cooperatively to review, at least annually, and to update each year as appropriate, specific items or procedures included in this Agreement. All changes made to this agreement will become effective on July 1<sup>st</sup> following the date of the Addendum, unless specified otherwise.

**VIII. TERM AND APPLICABLE LAW**

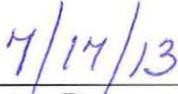
This agreement shall be effective upon execution and shall continue until terminated by either party upon thirty (30) days' notice, with or without cause. The agreement shall be construed in accordance with the laws of the State of West Virginia.

**SIGNATURE OF PARTICIPATING INSTITUTIONS**

  
\_\_\_\_\_  
Edwin H. Welch, President  
University of Charleston

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Joanne Jaeger Tomblin, President  
Southern West Virginia Community and Technical College

  
\_\_\_\_\_  
Date