

**General Articulation Agreement
Between
Atlanta Technical College and Clark Atlanta University**

Purpose:

Consistent with its mission as a selective comprehensive private Historically Black University (HBU), Clark Atlanta University (CAU), Inc., a tax-exempt Georgia non-profit corporation (University), enters into a robust **general articulation agreement** with Atlanta Technical College (ATC), a two-year, public college and unit of the Technical College System of Georgia. This agreement is to facilitate a guided transfer pathway for a seamless transition for ATC students to CAU, with the overarching goal to provide access and opportunity.

Definitions:

1. "ATC Transfer Students" refers to a student who completes coursework at ATC, transfers to CAU, and meets the admission requirements.
2. "Transferable credits" indicates course credits completed at ATC and identified as course equivalents at CAU. If a course is in question, the student has the right to submit the course syllabus to CAU for review and determine whether the course is transferrable.

General Admission:

1. ATC students who follow the recommended program of study – the USG core and transfer curriculum – and who meet all other admission requirements and deadlines pertaining to application for admission, orientation and registration, and payment of tuition and fees shall be eligible for admission to CAU. Transfer students must meet the same standards and criteria for admission to a major degree sequence as a native CAU student. They will abide by the policies and procedures, along with any revisions thereof that apply to all students at that institution.
2. Transfer students from ATC are to adhere to CAU's admission requirements based on the catalog year in effect at the time the student first enters CAU, provided that the student maintains continuous enrollment.

Guaranteed Admission:

1. ATC Transfer Students will receive automatic admission as degree-seeking candidates to CAU under this agreement if they fulfill the following requirements:
 - Completion of a minimum of 30 transferable credit hours of post-secondary coursework with a minimum 2.0 grade point average on a 4.0 scale at ATC (excludes any courses transferred into ATC) prior to enrolling in CAU. If courses are repeated,

the course grades will include the latest final grade in calculating the admission grade point average.

- If a non-US citizen or permanent resident, they must earn a TOEFL score of 500 on the paper exam and 173 on the computerized exam or the International English Language Testing System (IELTS) with a minimum score of 4.5 is required, if English is not the student's native language. Tests will not be required if student comes from a country where English is the official language.
- They submitted an application for admission, official transcripts, and Free Application for Federal Student Aid (FAFSA) by February 1 for summer and fall matriculation or October 1 for spring matriculation.
- Students may request to defer enrollment for up to one year, but could be impacted by CAU's capacity for the desired term of enrollment.
- Students must be in good academic and conduct standing with ATC. Therefore, a statement from ATC verifying that the student is in good conduct standing, which must be signed and dated by a Students Affairs Officer at ATC.
- Any ATC student who previously attended CAU and left not having met the good academic or conduct standing guidelines will have to submit an appeal to the CAU Office of Enrollment Services prior to having an admission decision rendered.

Following are admission policies applicable to ATC students:

1. The application fee shall be waived for any ATC student.
2. Admission to CAU under the terms of this agreement does not imply students are admitted to degree programs requiring additional requirements. Students interested in enrolling in these programs should contact the specific academic department to confirm prerequisites and other criteria prior to admission to CAU.
3. Students who do not have the qualifications delineated in this agreement have the ability to pursue admission to CAU through the regular transfer application process.

Financial Aid:

1. Students must submit the FAFSA to receive consideration for any federal, state, and institutional financial aid.
2. CAU will provide financial support, based on available funding, to eligible students consistent with the institutional policies, which are available on the Financial Aid webpage at: <http://www.cau.edu/financialaid/>. Please note that only U.S. citizens or eligible non-citizens are considered for institutional aid.

Scholarship Opportunities:

1. CAU will seek to develop transfer scholarships for eligible incoming students who have a 3.5 or higher grade point average and meet all other requirements for the university, based on available funding.

Acceptance of Transfer Credits and Core Curriculum:

1. ATC shall endeavor, through articulated transfer pathways (A.A./A.S.) or program-to-program (A.A.S.) agreements entered into in accordance with this General Articulation, to partner with CAU that shall accept at least sixty (60) transferable college level credits.
2. Transfer students will receive academic credit for transferable college level courses only completed with a grade of "C" or better, unless stated otherwise in CAU's catalog.
3. Remedial/developmental or technical/vocational courses will not be included for transfer in this General Articulation Agreement from individually accredited colleges unless specified by individual colleges in a separate Program-to-Program Articulation Agreement.
4. CAU will accept transferable college level courses from ATC without regard to institutional modality including, but not limited to, online courses and programs and dual enrollment credits classes.
5. CAU and ATC will work cooperatively to create a mutually acceptable articulation appeal process for reviewing credits not accepted in transfer admission at CAU.
6. Completion of the ATC Core Curriculum, a 30-semester credit hour general education courses, at least three hours in each of the following general education requirement areas:
 - a. Area A: Humanities / Fine Arts;
 - b. Area B: Social / Behavioral Sciences;
 - c. Area C: Natural Science / Mathematics / Statistics;
 - d. Area D: Communications;
 - e. Area E: Financial / Technological.

These courses will transfer as a block and will satisfy lower-division general education requirements at CAU; unless a specific core curriculum is established in a program specific articulation agreement.

7. ATC students transferring with an A.A. or A.S. degree shall not be required to take additional general education/core courses at CAU; unless a specific core curriculum is established in a transfer pathway agreement.

Catalog Rights:

1. If CAU modifies the degree requirements or prerequisites, the student will be permitted to complete the bachelor's degree under the requirements of the course catalog that was in place during the first term of the student's admission or the first term of the student's re-admission for that cohort of students who stop-out and must later be re-admitted.
2. If a transfer student changes his/her major, another evaluation of transfer credits must be completed to advise the student about graduation requirements.

Joint Provisional Participation (JPP):

1. An ATC student is eligible to apply for the benefit of Joint Provisional Participation (JPP) status at CAU upon the student's first enrollment at ATC, or at any time thereafter. Consideration will be given to develop a cohort-based model for students approved for JPP.
2. This agreement affords both CAU and ATC to explore the opportunity for JPP students who have a CAU I.D. card will have access to the Atlanta University Center (AUC) Library. A specific agreement will have to be developed to understand the terms and conditions vis-à-vis JPP students leveraging the AUC Library. JPP students will have the right to purchase tickets and attend student events on the CAU campus.
3. CAU on-site admissions events held at ATC at least once a year.

Honors Program:

ATC and CAU will develop a smooth transition for qualified students wishing to enter CAU's Honors and Scholars Program. Acceptance to CAU Honors and Scholars Program requires a cumulative grade point average of 3.25 or better on all college work. CAU Honors and Scholars Program will work with ATC to determine an appropriate number of semester hours, up to 15 hours, of honors credit with a grade of B or better earned at ATC that could count toward the 24 hours required for Honors Program recognition upon graduation from CAU.

Student Advising:

1. CAU will provide transfer evaluation and advising to ATC students through on-site, virtual, and/or telephone advising. Additionally, faculty advising by discipline will be available to future transfer students prior to and once matriculated at CAU. Informational materials for potential transfer students will be available at ATC to facilitate the transfer process. Occasionally, CAU Enrollment Services personnel will visit ATC to educate and inform ATC students about CAU.

Housing:

1. CAU will provide priority consideration for campus housing for those ATC students transferring as freshmen and sophomores as defined by CAU's policy, provided all application housing reservation fees are paid by the housing application deadline. ATC transfer students admitted as juniors who become financially enrolled by August 1 for the fall semester may reserve campus housing on a space available, first-come, first-served basis.

Reverse Transfer:

1. The Registrar at CAU will collaborate with the Registrar at ATC to share information, as permitted by law, about students enrolled at CAU who could have sufficient hours to receive an associate's degree from ATC. The Registrar at ATC will send any reverse transfer transcripts to ATC.

CAU and ATC Responsibilities:

CAU agrees:

1. to make available pre-advising with a ATC student upon receiving an official inquiry submission;
2. ATC students who meet the priority deadline of February 1 for the fall semester by submitting a transfer application, supporting credentials, and FAFSA will receive notification of their admission and financial aid by March 15;
3. to notify the appropriate ATC official when circumstances arise that warrant a conference between ATC and CAU to address any concerns affecting student success;
4. review this agreement on an annual basis and work with ATC to make any necessary adjustments.

ATC agrees:

1. to make a concerted effort to disseminate accurate information to ATC students seeking to transfer to CAU of the admission and academic requirements necessary to matriculate and succeed at CAU;
2. to accept successfully completed coursework at CAU as a satisfaction of ATC requirements through reverse transfer;
3. to notify the appropriate CAU official when circumstances arise that require a conference between the CAU and ATC to address any concerns affecting student success;

4. review this agreement on annual basis and work with CAU to make any necessary adjustments.

Communication and Data Exchange:

1. The CAU Office of Enrollment Services serves as the liaison office to establish routine communication mechanisms with ATC for addressing issues or problems associated with student transfer.
2. CAU and the ATC agree to exchange annual data reports and documents in a mutually agreeable manner that will contribute to the maintenance and enhancement of the transfer arrangements and promote effective cooperation between the two institutions. The institutions will exchange student enrollment and success data after obtaining appropriate permission from the students involved and in compliance with all federal, state and local laws. (See Attached Template)

Assessment:

The continuous partnership between CAU and ATC will be determined by a robust evaluation process to be established by both institutions and incorporated by reference into each transfer agreement.

An annual evaluation process will be administered by CAU and ATC. An advisory group, consisting of faculty, administrators and college representatives, will evaluate the performance of partner institutions.

Terms of Agreement and Dissolution:

The term of this agreement shall be ongoing commencing on the date first set forth above, provided that either party may terminate this agreement upon written notice, with the termination effective at the start of the following academic year. If the agreement is terminated, all students enrolled at CAU on or before the date of termination will retain their guarantee and all other terms stated in the agreement.

The institutions acknowledge and agree that this agreement shall be subject to periodic reviews but no less than annually, to ensure that academic quality, applicable standards, and institutional needs and priorities are being maintained at a level satisfactory to both institutions. Representatives from both institutions shall be appointed to evaluate the agreement in operation. The appointed representatives shall undertake a written annual evaluation of the partnership supported by this MOU and use the findings to improve the transfer process for students.

This agreement contains the entire agreement between the institutions pertaining to the transaction and may not be amended, unless in writing and signed by both institutions.

Addendum

1. No remedial courses will be accepted by CAU.
2. The terms "credits" and "credit hours" equate to "units."
3. CAU will only award credit for major preparation based on its policy, unless otherwise stated.

Attachment A

Atlanta Technical College Transfer Student Annual Report						
University Partner:	NAME:					
Primary Location:	Campus <input type="checkbox"/> Online <input type="checkbox"/> Both <input type="checkbox"/>					
Academic Year:	_____					
1. New Students	Applied:		Admitted:		Enrolled:	
2. Number of incoming transfer students with degree	Associate:				Without Associate:	
3. Number of students transferred with credit (by ATC colleges if available)	Fewer than 15 credits	15-29 credits	30-45 credits	46-60 credits	60+ credits	
4. University Majors transferred into: (Top 5)	1.	2.	3.	4.	5.	
5. Ethnicity	American Indian or Alaska Native Asian	Black or African American	Hispanic/Latino	Race and ethnicity unknown	White	
6. Gender	Female:			Male:		
7. Degree Conferred (earned during report period AND transferred from ATC)	Bachelor:			Certificates:		
8. Number of transfer students enrolled : (last 5 years)	New:			Returning (retention):		
9. ATC Transfer Scholarship Recipients	Number of Scholarships Awarded:			Total Amount:		

Clark Atlanta University

Ronald A. Johnson
Signature

President
Title

1-23-18
Date

Atlanta Technical College

Vivian Scott
Signature

President
Title

1-23-18
Date