

MEMORANDUM OF UNDERSTANDING

Between

CHARTER OAK STATE COLLEGE

And

VALENCIA COLLEGE

v11313

Preamble

Charter Oak State College, New Britain, Connecticut, and Valencia College, Orlando, Florida join in a cooperative relationship designed to enhance the educational opportunities available to students, especially non-traditional students, seeking a bachelor's degree. This degree-completion partnership provides students an opportunity to earn a regionally accredited bachelor's degree through traditional and non-traditional sources. Up to 87 credits from two-year sources may be accepted in transfer. Students may transfer into content specific concentrations or students can develop faculty-approved individualized concentrations to make optimal use of prior credits. Students can take courses online and locally. The institutions in this agreement recognize the importance of developing awareness of the program. Each institution is dedicated to serving students, regardless of race, ethnicity, religion, creed, sex, sexual orientation, disability, color, age, marital status, national origin or other non-merit factors.

PURPOSE

The purpose of this Memorandum of Understanding is to assist students to use the resources and services of Valencia College and Charter Oak State College to obtain a baccalaureate degree.

OUTLINE

This Memorandum of Understanding between Charter Oak State College and Valencia College consists of three parts:

- Charter Oak State College (COSC) agreement to Valencia College (VC)
- Valencia College agreement to Charter Oak State College
- Transfer policy and MOU policy / Signatures

Further, any collaboration under this agreement will adhere to the principles of Collaborative Academic Arrangements to provide for the following: (1) the integrity of the collaborative academic arrangements, (2) the quality of credits recorded on their transcripts, and (3) the compliance with accreditation requirements.

Charter Oak State College agrees to:

- Accept up to 87 (87) semester credits from VC, provided they can be used to meet degree requirements set by COSC for the bachelor's degree. This includes general education requirements, concentration requirements and free electives.
- Conduct a comprehensive review and evaluation of all courses offered by VC so students can be advised as to the nature of acceptance of each course.
- Assist students, in collaboration with VC, with understanding degree requirements and in developing program plans to help them meet requirements for the bachelor's degree. Then provide applicants with a detailed assessment of where transfer credits will apply to their bachelor's degree.
- Provide written and online material to VC for the ongoing dissemination of information to students expressing interest in baccalaureate programs. This would include information to assist in student advising.
- Inform VC of any changes in policy, especially those changes potentially affecting student progress. This would include changes in programs, acceptance, fees, etc.
- Seek approval from VC for any publicity involving the VC logo about this agreement before it is disseminated outside of the college.
- Provide academic counseling to students who have matriculated at COSC.

Valencia College agrees to:

- Provide ongoing orientation and introductory advisement to students, faculty and staff regarding the bachelor's degree programs at COSC.
- Relate any changes in COSC policy to interested students and others at VC connected with the transfer of students.
- Assist COSC in increasing awareness of this program among appropriate VC students and personnel. This may include, but is not limited to: select, mutually agreed upon classroom visits, on-site transfer sessions and/or webinars directed to students and/or staff and faculty.
- Encourage interested students to apply to COSC, as they complete 60 credits or their associate degree.
- Maintain an open channel of communication with COSC personnel to make sure information given to students is accurate and complete.
- Seek approval from COSC for any publicity involving the COSC logo about this partnership before it is disseminated outside of VC.
- Disseminate key written and electronic information made available by COSC as part of this agreement and make VC students, potential students and VC personnel aware of this agreement.

Transfer Policy:

The Articulation Agreement between COSC and VC is a general agreement of cooperation and consent of each institution to work for the benefit of any students interested in transferring from VC in to a bachelor's degree program at COSC.

Upon application COSC will provide a course-by-course evaluation of the student's credit-bearing transcripts. It indicates how each course will transfer to COSC, based on the policies in effect at the time. Policies in effect at the time the student matriculates at COSC will govern the student.

In addition to this MOU, COSC and VC may develop specific, mutually agreed-upon program-to-program articulation agreements. These separate, signed, agreements may be added as an addendum to this MOU.

Changes in the Memorandum of Understanding:

This Memorandum of Understanding may not be modified, amended or otherwise changed except by written instructions agreed to and signed by officials of both colleges. The MOU may be terminated by either college upon twelve (12) months written notice.

For Charter Oak State College:

Shirley N. Adams
Signature – Dr. Shirley Adams
Provost
Title - Provost
2/14/2013
Date

For Valencia College:

Joseph C. Stewart
Signature
President
Title
2/20/13
Date