

**CLARION UNIVERSITY OF PENNSYLVANIA**  
COMMONWEALTH OF PENNSYLVANIA  
STATE SYSTEM OF HIGHER EDUCATION

**GUARANTEED ARTICULATION AGREEMENT  
BETWEEN  
CLARION UNIVERSITY OF PENNSYLVANIA  
AND**

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**W I T N E S S E T H**

**WHEREAS**, \_\_\_\_\_ (hereafter “\_\_\_\_\_”), located at \_\_\_\_\_ offers associate’s degrees in several academic programs; and

**WHEREAS**, Clarion University of Pennsylvania (hereafter “CLARION”), located at 840 Wood Street, Clarion, PA, 16214 offers bachelor’s degree programs in related academic programs; and

**WHEREAS**, both parties desire to facilitate the transfer of students from associate’s degrees in several disciplines at \_\_\_\_\_ to subsequent bachelor’s degrees at CLARION; and

**WHEREAS**, subject to the terms of this Agreement, the student who has earned an associate degree in designated programs at \_\_\_\_\_ shall be guaranteed admission with advanced standing at the junior level to CLARION.

**NOW THEREFORE**, \_\_\_\_\_ and CLARION officially confirm the following terms of this Agreement:

**TRANSFER to CLARION**

- 1. Letter of Intent.** At any point after admission to \_\_\_\_\_, an interested student may sign a letter of intent to transfer to CLARION at the time the associate degree is completed. Said letter is attached as Exhibit “A.” The Letter of Intent is not required, but such letter guarantees acceptance at CLARION under the provisions of this agreement.
- 2. Admission of Transfer Student.** CLARION does not have an application deadline, except for the Associate of Science in Nursing degree. However, students are encouraged to confirm their intent to enroll at CLARION six months prior to matriculation by completing the application for admission. General admission to CLARION is assured to students in good academic standing who have earned an associate’s degree. No guarantee is available for admission into specific majors due to the highly competitive

nature of some degree programs. The \$30 application fee is required by CLARION and is the responsibility of the student.

3. **Acceptance into Bachelor Degree Program.** CLARION will acknowledge the student's intent to enroll and the student must submit appropriate advanced deposits that will be credited towards the first semester fees.
4. **Student Transcript.** The student must forward an official final \_\_\_\_ transcript verifying receipt of the associate degree prior to registering at CLARION. Costs associated with the transcript will be paid by the student.
5. **Academic Policies and Requirements.** The student while enrolled either at \_\_\_\_\_ or CLARION shall comply with each school's academic policies and requirements. However, the specific academic policies/degree requirements in effect for the bachelor's degree as awarded by CLARION will be as such exists at the time of the student's enrollment at CLARION. Transfer guides, when available, are updated annually and the latest versions are posted and linked on the transfer website at [http://www.clarion.edu/admiss/transfer\\_students.shtml](http://www.clarion.edu/admiss/transfer_students.shtml) at the start of each fall semester. Transfer guides, as posted on the CLARION website, are part of this articulation agreement.
6. **Discipline Policies.** The student while enrolled either at \_\_\_\_ or CLARION shall comply with each school's discipline policies and requirements. However, the specific discipline policies/degree requirements in effect for the bachelor's degree as awarded by CLARION will be such as exists at the time of the student's enrollment at CLARION.
7. **Transfer Credits.** CLARION accepts credits from \_\_\_\_\_ in accordance with the CLARION Transfer Policy, which states, in part, that credits are transferrable, not grades. THE CLARION Transfer Policy also states, in part, that CLARION will accept transfer courses (except remedial/developmental) that are a C- or better from regionally accredited two- and four-year institutions.

Students leaving one of the fourteen Pennsylvania community colleges with an associate's degree are provided the privileges of the Pennsylvania Academic Passport and its terms and conditions, including transferability of D or better grades. The CLARION Transfer Policy and the complete Pennsylvania Academic Passport Policy can be found in the CLARION Undergraduate Catalog. Transfer credits are based on evaluations by CLARION faculty, including evaluation of expected learning outcomes as articulated in course descriptions and other supporting documentation.

8. **Credits for Bachelor Degree.** To be awarded a bachelor's degree, a minimum of 120 credits must be completed. A minimum of 45 of the 120

credits must be taken through CLARION. After completion of university requirements, CLARION will award the bachelor's degree and will be responsible for insuring the academic standards necessary for the awarding of the degree.

9. **University Representatives/Monitors.** Representatives, including faculty, from both universities will be appointed to evaluate the Agreement in operation.
10. **School Calendar.** CLARION's calendar will control as to pertinent dates for registration, exams, semesters and school breaks.
11. **Promotion.** \_\_\_\_ agrees to publicize this Agreement to prospective students in admissions literature and as part of regular student recruitment, and to inform qualified students matriculating to \_\_\_\_ of the opportunity for admission to CLARION under the terms of this Agreement. CLARION'S transfer counselor will collaborate with appropriate departments to promote the agreement as well.

## DUAL ENROLLMENT

1. **Dual Enrollment at CLARION.** Students who have satisfactorily completed at least six credits at \_\_\_\_ and meet CLARION's admission requirements, will be permitted to simultaneously enroll at CLARION as transient students during the fall or spring semesters while still enrolled at \_\_\_\_\_. In order to do so, students must sign a Letter of Intent (Exhibit A) to indicate their plan to transfer to a CLARION major upon completion of a degree at \_\_\_\_\_. Students approved for Dual Enrollment may file a Quick Admit form and register for courses through CLARION's Registrar's Office until the \_\_\_\_ associate's degree is earned or they reach 13 credits at CLARION, whichever comes first. At that point, the student would apply for formal admission as a transfer student at CLARION. While enrolled temporarily at CLARION, students may use all services and attend all events available to regular full-time CLARION students.
2. **Dual Enrollment Tuition and Fees.** In the case of a student seeking Dual Enrollment at CLARION while attending \_\_\_\_, the \_\_\_\_ tuition and fees will be charged to the student for the \_\_\_\_ courses. CLARION tuition and fees will be charged to the student for the CLARION courses. Each institution will be responsible for collection of tuition and fees for courses transcribed by their institution. Financial aid will be issued by \_\_\_\_ until the student transfers to CLARION as a junior year transfer student. Once the student transfers to CLARION, he/she will receive financial aid through CLARION based on eligibility of said aid. Until that time, it is the student's responsibility to inform the \_\_\_\_\_ financial aid office when he/she is enrolled in a CLARION course.

3. **School Calendar for Dual Enrollment.** In the case of a Dual Enrolled student, \_\_\_\_\_ calendar will control for courses that the student is enrolled in at \_\_\_\_\_. CLARION's calendar will control for courses that the student is enrolled in at CLARION.

### Mutual Terms and Conditions

- a. *Term of Agreement.* The term of this agreement shall be \_\_\_\_\_ to \_\_\_\_\_. This agreement can be extended a year at a time upon written agreement. However, this Agreement may not exceed a total period of five years.
- b. *Termination of Agreement.* Either \_\_\_\_\_ or CLARION may terminate this Agreement for any reason with ninety (90) days notice. Either party may terminate this Agreement in the event of a substantial breach. However, should either party terminate this Agreement prior to completion of the program, all students enrolled at that time may continue their educational experience until it would have been concluded absent the termination.
- c. *Nondiscrimination.* The parties agree to continue their respective policies of nondiscrimination based on Title VI of the Civil Rights Act of 1964 in regard to sex, age, race, color, creed, national origin, Title IX of the Education Amendments of 1972 and other applicable laws, as well as the provisions of the Americans with Disabilities Act.
- d. *Interpretation of the Agreement.* The laws of the Commonwealth of Pennsylvania shall govern this Agreement.
- e. *Modification of Agreement.* This Agreement shall only be modified in writing with the same formality as the original Agreement.
- f. *Relationship of Parties.* The relationship between the parties to this Agreement to each other is that of independent contractors. The relationship of the parties to this contract to each other shall not be construed to constitute a partnership, joint venture or any other relationship, other than that of independent contractors.
- g. *Liability.* Neither of the parties shall assume any liabilities to each other, except as specifically stated in this Agreement. As to liability for damage, injuries or death to persons, or damages to property, the parties do not waive any defense as a result of entering into this Agreement unless such a waiver is expressly and clearly written into a part of this Agreement.
- h. *Entire Agreement.* This Agreement represents the entire understanding between the parties. No other prior or contemporaneous oral or written understandings or promises exist in regards to this relationship.
- i. *Advertising, Promotion, and Recruitment.* No material or advertising related to the program or used to recruit students for the program may be distributed to the public until its entire form and substance have been approved by the institutions named in this agreement.
- j. *Instructional Support Services.* Instructional support services, including library resources will be provided by the institutions named in this agreement, unless otherwise specified.

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- k. *Advising.* The chair of the university department, or the chair's designee will act as liaison between CLARION and \_\_\_\_\_ to provide student advising throughout the program.
- l. *Accreditation or Licensing.* \_\_\_\_\_ shall meet all the requirements of the accrediting or licensing agency, \_\_\_\_\_. It is the responsibility of \_\_\_\_\_ to inform CLARION of its accreditation or licensure standing.
- m. *Granting of the Degree.* The University shall grant the bachelor's degree to each of its students who successfully complete all requirements of the program.

\_\_\_\_\_  
IN WITNESS WHEREOF, the authorized representatives of the parties have executed this Agreement as of the date previously indicated.

For: **Clarion University of Pennsylvania**

For: \_\_\_\_\_

\_\_\_\_\_  
Joseph P. Grunenwald, President

\_\_\_\_\_  
\_\_\_\_\_, President

Date \_\_\_\_\_

Date \_\_\_\_\_

**APPROVED AS TO FORM & LEGALITY:**

\_\_\_\_\_  
University Legal Counsel

\_\_\_\_\_  
Community College Legal Counsel

**EXHIBIT A  
LETTER OF INTENT  
TO ENTER  
CLARION UNIVERSITY OF PENNSYLVANIA**

I am familiar with the terms of the Agreement between \_\_\_\_\_ and Clarion University of Pennsylvania for advanced admission of students and wish to participate in this program. I understand that my signature on this letter entitles me to assured general admission to Clarion University of Pennsylvania and advanced standing credit for courses of study completed at \_\_\_\_\_ in accordance with the provisions of that agreement.

Student's Signature \_\_\_\_\_

Name (please print) \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Telephone \_\_\_\_\_

Date \_\_\_\_\_

Program Name at \_\_\_\_\_

Desired Program Name at Clarion University of PA (if known)

\_\_\_\_\_

Please return the completed form to the address below:

Admissions Office  
840 Wood Street  
Clarion University of PA