

**Articulation Agreement**  
**Between**  
**Muskingum University**  
**And**  
**Clark State Community College**

Consistent with the philosophy and objectives of providing high quality educational programs, Muskingum University and Clark State Community College enter into this Articulation Agreement. The primary purpose of this agreement is to facilitate the transfer of credit from Clark State Community College to Muskingum University for those students intending to pursue a bachelor's degree. Through this commitment to inter-institutional cooperation Clark State Community College and Muskingum University seek to demonstrate leadership within the higher education community by removing barriers to transferability for the students and their credits. In order to advance post-secondary educational attainment in our region, Muskingum University and Clark State Community College will cooperate to facilitate transfer credit for students who wish to pursue a bachelor's degree including those who have earned an associate degree.

Muskingum University (New Concord, OH) is located in east-central Ohio and is easily accessible by major east-west and north-south highways. Chartered in 1837, Muskingum University is rich in tradition and proud of its heritage dating back to the first half of the nineteenth century. Today, approximately 1,800 undergraduates and more than 1,200 graduate students study on Muskingum's beautiful 225-acre campus. Since its founding in 1837, Muskingum University has been recognized as one of the nation's leading liberal arts universities. It is ranked 5<sup>th</sup> in the Midwest in 2016 by *U.S. News and World Report* as a "Best Value" university.

Clark State Community College (Springfield, OH) began in 1962 as the Springfield and Clark County Technical Education Program. In 1966 the name was changed to Clark County Technical Institute (CCTI), Ohio's first technical college and then in 1972 CCTI had grown to 1,000 students and officially became Clark Technical College. In the 1970's the College re-examined its mission and determined that programs, which can be transferred to four-year colleges, should be included as a secondary focus. Many new courses in humanities and social sciences were added to the curriculum and by 1985 CTC had developed one of the broadest general education programs in the state. This solid foundation and the many technical programs made the evolution to a community college a smooth and logical step and in 1988 CTC became Clark State Community College. The college now has over 80 degrees and certificate programs. Clark State Community College is accredited by The Higher Learning Commission (230 N. LaSalle Street - Suite 2400, Chicago, Illinois 60602 (800) 621-7440.)

**Muskingum University agrees to the following:**

1. Applicants for admission to Muskingum University from institutions with which Muskingum has an articulation agreement must be in good standing, and must meet the same admission criteria required of all transfer students. The University will recognize the system of preparation afforded by the completion of an associate's degree, e.g. Associate of Arts (AA), Associate of Science (AS), Associate of Applied Science (AAS), or Associate of Applied Business (AAB).
2. Muskingum adheres to the Ohio Department of Higher Education Transfer and Articulation Policy. Muskingum will approve admission to the college/university and afford junior standing to all students who have earned an AA, AS, AAS, or AAB degree from Clark State Community College, provided their grade point average is at least 2.0 for all previous college-level courses and they meet all other admission requirements to Muskingum University. Students who have earned an Associate's Degree, or who have completed at least 60 semester credit hours of earned transferable credit, from regionally accredited institutions, will be able to earn a Baccalaureate Degree from Muskingum University by meeting the following requirements: successfully complete the Transfer Module recognized by the Ohio Department of Higher Education, complete a minimum of 124 earned semester credit hours, complete requirements for an academic major, complete the residency requirement of a minimum of 32 earned semester credit hours at Muskingum, complete a minimum of 40 semester credit hours at the 300-400 level, including one 300-400 writing unit, and complete one 3-hour, 300 level course selected from the Moral Inquiry section of Muskingum University's general education requirements. Students transferring to Muskingum having met either the Associate's Degree or 60 credit hour level who have not completed the Transfer Module may fulfill the module requirements by using Muskingum University course equivalents.
3. Reverse Transfer agreement: Should a Clark State Community College student transfer to Muskingum prior to completion of a degree, Clark State Community College shall provide the opportunity for students to subsequently complete the degree in absentia using Muskingum course credit. In this interest, all course work completed at Muskingum will be accepted and applied to the degree requirements at Clark State Community College consistent with the criteria used for native Clark State Community College students. The same course may also apply, and will apply only once, toward baccalaureate degree requirements at Muskingum.
4. Transfer students will be subject to the catalog in force at the time of their admission to Muskingum University and to any revisions that occur after its publication and prior to their enrollment. Once admitted, transfer students will be subject to the same regulations governing applicability of catalog requirements (including, but not limited to major, GPA, graduation, and/or residency requirements, policies, procedures and standards) as native Muskingum University students. Furthermore, transfer students shall be accorded the same class standing and other privileges as native students on the basis of the number of credits earned.

Students admitted will be considered for selective admission programs (majors, minors, or fields of concentration) with the same guidelines that are applied to native Muskingum University students. Students are responsible for understanding and adhering to the selective admission requirements, according to catalog requirements at Muskingum University.

Students who have not completed their AA/AS/AAS or AAB degree, or who have earned a cumulative grade point average below 2.0, or those who have been dismissed previously from another institution will be considered for admission according to the admission policy and standards of the Muskingum University, according to catalog requirements.

5. The University will grant academic credit for coursework taken at Clark State Community College which is comparable in content, scope and depth to similar classes at Muskingum University, whether or not these courses are part of an earned associate's degree. This course equivalency will allow for credits earned to be applied as appropriate toward the student's academic major, the general education requirements, and as general elective credit applicable to the total hours required for completion of a bachelor's degree.

Program-specific articulation agreements may be developed between Muskingum University and Clark State Community College for students enrolling in specific programs. Program specific agreements supporting this institutional agreement will outline selective admission requirements, course equivalencies, and other pertinent information. These supplemental program articulation agreements will be consistent with the tenets of this overarching institutional agreement.

6. Students who transfer to Muskingum University under the terms of the agreement shall retain all credits and academic standing guaranteed by the agreement until such time as they complete a bachelor's degree at Muskingum. Due to curricular structures and the variability in student enrollment patterns, Muskingum cannot guarantee that students who transfer under the provisions of this agreement will complete all the requirements to graduate within two years. All collegiate-level credit transferred from Clark State Community College shall be accepted toward the student's class standing and shall be articulated to specific Muskingum courses when possible.
7. Credit toward a degree from Muskingum University may be granted for coursework taken at other regionally accredited institutions. A passing grade is required for courses taken elsewhere to be accepted. Requirements for specific majors or programs may be more stringent. Transfer credit is not accepted for courses for which previous credit has already been granted. Only credit hours transfer, not the corresponding grades for transfer work, except to determine Latin honors (for which the grade point average may be lowered but not raised).
8. Muskingum University will provide Clark State Community College with course equivalent information regarding Clark State courses and their Muskingum University equivalents. Updates and course changes will be provided on an ongoing basis to Clark State Community College.

9. As new baccalaureate programs and/or degrees are approved at Muskingum University, Clark State Community College will be given information about the programs or degrees and their requirements.
10. Muskingum University will provide program-specific degree completion information to the appropriate staff at Clark State Community College for distribution to students completing an associate's degree at Clark State.

**Clark State Community College agrees to the following:**

1. To provide Muskingum University any updates or changes in their course offerings on an ongoing basis.
2. To provide information about Muskingum University's programs and offerings to students who wish to pursue a bachelor's degree.
3. To permit Muskingum University recruiting staff an opportunity to promote its programs on Clark State's campus.
4. To share with appropriate staff at Muskingum University information about new associate degrees approved at Clark State Community College in order that additional course and program articulations can be evaluated.

**General Provisions**

1. This agreement will be comprehensively reviewed and updated by appropriate representatives from both institutions no later than two years from the date of the most recent signatures. The partners of this articulation agreement agree to provide individual contact information regarding the person(s) responsible for implementing and maintaining the terms of this agreement.
2. The partners of this agreement will allow the sharing of programmatic information on each institution's respective website. Each partner institution agrees to post on its website that an articulation agreement relationship exists between the two institutions.
3. Each institution shall comply under Section 504 of the Rehabilitation Act of 1973, Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972 and the Age Discrimination Act of 1975 which prohibit discrimination on the basis of handicap, race, sex and age, respectively.
4. Each party agrees to be responsible for any negligent acts or negligent omissions by or through itself or its agents, employees and contracted servants and each party further agrees to defend itself and themselves and pay any judgments and costs arising out of such negligent acts or negligent omissions, and nothing in this agreement shall impute or transfer any such responsibility from one to the other.

5. The agreement may be terminated by either party by providing official notice at least 60 days prior to the intended date of termination. Students who transferred to Muskingum University under the terms of the agreement shall retain all credits and academic standing guaranteed by the agreement until such time as they complete a bachelor's degree at Muskingum.

Muskingum University



Steven Soba  
Vice President, Enrollment & Marketing  
Muskingum University

8-1-18  
Date

Clark State Community College



Dr. Michael B. Brown  
Interim Vice President Academic Affairs  
Clark State Community College

8/9/18  
Date