

## **Degree Up Academic Articulation Agreement**

This agreement articulates an academic articulation agreement between Herzing University (Receiving Institution) and Wor-Wic Community College (Sending Institution), which allows students who have successfully completed an associate degree at Wor-Wic Community College (Sending Institution) to seamlessly enroll into a Herzing University Bachelor of Science degree program. The agreement also provides the opportunity for associate degree graduates of Wor-Wic Community College (Sending Institution) enrolled in a Bachelor of Science degree program at Herzing University to complete certain additional courses at Wor-Wic Community College (Sending Institution) for transfer credit toward the Bachelor of Science Degree program at Herzing University. This agreement facilitates the process for transfer of credit from Wor-Wic Community College (Sending Institution) to Herzing University (Receiving Institution). This agreement further acknowledges that each institution has established, and will maintain, rigorous standards and expectations for all students enrolled in and working toward the completion of its courses, programs, certificates, diplomas and/or degrees.

This agreement formally recognizes that, as educational institutions, Wor-Wic Community College (Sending Institution) and Herzing University (Receiving Institution) agree to preserve integrity and to further enhance the quality of their respective institution's academic offerings to currently enrolled and prospective students. The development of this agreement between the two institutions signifies that each has extensively reviewed the other and confirmed that:

- Each institution is currently in good standing with its state regulatory body and institutional accreditor;
- Credits awarded by the institutions have been evaluated and been determined to be eligible for transfer;

This agreement reflects a commitment by both institutions to facilitate the transfer of credits into a baccalaureate degree program in alignment with the intended mission and stated goals of both institutions.

Note: Program requirements, university policies, or standards, etc. may be articulated in this agreement, but may be updated after this agreement is signed. Herzing University reserves the right to change policies and program requirements and operates using the most current information, which can be accessed online in the undergraduate catalog. The Herzing University undergraduate catalog can be found at the following link:  
<https://www.herzing.edu/files/herzing-university-undergraduate-catalog.pdf>.

### **Mission of Herzing University**

It is the mission of Herzing University to provide high-quality undergraduate and graduate degrees and diploma programs to prepare a diverse and geographically distributed student population to meet the needs of employers in technology, business, healthcare (including social work), design, and public safety. Career-oriented degree programs include a complementary and integrated General Education curriculum established to stimulate students' intellectual growth, to contribute to their personal development, and to enhance their potential for career advancement.

### **Agreement Terms**

A thorough assessment of the transfer programs and destination baccalaureate programs will determine if credit earned in the associate degree program awarded by Wor-Wic Community College (Sending Institution) will transfer to Herzing University (Receiving Institution) subject to the following conditions:

- The completion of additional general education and lower division courses may be needed to fulfill Herzing University's program requirements.
- Students from Wor-Wic Community College (Sending Institution) will be granted admission to a baccalaureate degree program at Herzing University (Receiving Institution) upon completion of an associate degree with a cumulative grade point average of 2.0 or greater and upon further satisfaction of all other conditions for admission as stated in the Herzing University Undergraduate Catalog.

- Regardless of the number of transfer credits accepted, at least 25% of the credits required for the baccalaureate degree must be completed at Herzing University (Receiving Institution).
- In some cases, recommended electives are noted to ensure maximum transferability of credits from Wor-Wic Community College (Sending Institution ) to Herzing University (Receiving Institution).
- Courses taken at Wor-Wic Community College (Sending Institution ) must be completed with a grade of C (2.0) or better in order to be eligible for transfer into Herzing University.

The policies for awarding credit by examination and experiential learning vary from one institution to another. Each institution will publish information about its policies for awarding credit for experiential learning, including the names of tests that are used to assess credit, cut-off scores, deadline dates for submission of scores to Herzing University (Receiving Institution), and restrictions on the time interval permitted to receive current credit for a course taken some years previously. Any credit awarded by Wor-Wic Community College (Sending Institution ) for experiential learning *as part of a conferred associate degree* will be reviewed for transfer credit eligibility by Herzing University (Receiving Institution).

Determination of course requirements of the major for a baccalaureate degree, including introductory and related courses, is the prerogative of Herzing University (Receiving Institution). The Herzing University Undergraduate Catalog will clearly state the requirements for each baccalaureate degree program. When specific prerequisites are required, they will be noted in conjunction with the course description. Transfer students who have completed prerequisites will not be required to duplicate study in the area. The catalog will additionally specify any restrictions or additional requirements for each program of study.

Institutional policies that distinguish between upper and lower division courses may vary at each institution. This variation results in similar courses being identified as upper or lower division at different institutions. This can create redundancy in the curriculum of a transfer student (i.e., repeating an upper division course at Herzing University when the student had completed a course with the same content and learning objectives but labeled as lower division by Wor-Wic Community College (Sending Institution ) ). Herzing University (Receiving Institution) will attempt to avoid course duplication by transfer students by requiring the completion of a related but non-duplicative upper-division course that would enrich the curriculum of the student if permitted in the program structure through the use of electives. (Note: The course numbering philosophy at Wor-Wic Community College (Sending Institution ) may be different than that of Herzing University (Receiving Institution), but courses will be evaluated on a course outcome basis for transfer eligibility and that course numbering at Wor-Wic Community College (Sending Institution ) may not align with the course numbering at Herzing University.)

#### **The Role of Herzing University (Receiving Institution)**

- Degree Up support material will be provided by Herzing University to Wor-Wic Community College (Sending Institution ) to share with students.
- Herzing University will provide academic advising services to students who will be transferring from Wor-Wic Community College (Sending Institution ) to Herzing University by telephone, email and/or onsite at the University.
- Herzing University will attempt to match, as appropriate, the student's academic accomplishments with the requirements of the degree program to which the student wishes to transfer.
- Herzing University (Receiving Institution) is responsible for responding directly to students who elect to apply to the bachelor's degree program of study and who do not meet admissions requirements.
- Herzing University retains the right to determine the number of credits a student must complete and the obligations he/she must satisfy prior to conferring a baccalaureate degree.
- Herzing University will verify that the student is meeting Satisfactory Academic Progress per its policy as articulated in the undergraduate catalog. Courses transferred in from Wor-Wic Community College (Sending Institution ) will receive a grade of "TR" and these credits will be used in the SAP calculation.

#### **The Role of Wor-Wic Community College (Sending Institution )**

- Wor-Wic Community College (Sending Institution ) will provide the opportunity for a representative from Herzing University (Receiving Institution) to meet with students who have indicated an interest in a bachelor's degree program.

- Wor-Wic Community College (Sending Institution ) will assist Herzing University (Receiving Institution) in the distribution of transfer materials to alumni as well as prospective and current students.
- Wor-Wic Community College (Sending Institution ) has the responsibility to certify and document on the student transcript that the student has completed the stated requirements for the associate degree program. The academic record from Wor-Wic Community College (Sending Institution ) shall include all courses attempted.

### **Curriculum Changes**

Each party agrees to inform the other regarding curriculum changes that may impact the terms of this Agreement.

### **Additional Agreement Terms**

- Each party agrees to notify the other of any adverse changes in its accreditation or state licensure status.
- Any written materials published and distributed by either Wor-Wic Community College (Sending Institution ) or Herzing University (Receiving Institution) that reference this agreement or a relationship between the institutions must be approved by each respective party, and their regulatory agencies as required, prior to use.
- Transfer literature will be updated on an annual basis as a result of a mutual review process.
- No financial implications concerning the transfer or exchange of cash, equipment, or real estate are intended or implied by this agreement. Wor-Wic Community College (Sending Institution ) and Herzing University (Receiving Institution) are separate and independent institutions of higher education.
- Courses taken at Wor-Wic Community College (Sending Institution ) with grades "C" or better *as part of a conferred associate degree* will be evaluated for transfer credit by Herzing University (Receiving Institution). In the event that Herzing University has specific grade requirements for core courses, the transfer student may be required to repeat a course in the program to satisfy that requirement.
- Courses taken at Wor-Wic Community College (Sending Institution ) with a "P" earned in a pass/fail class *as part of a conferred associate degree* will be evaluated for transfer credit by Herzing University (Receiving Institution).
- Any credit awarded by Wor-Wic Community College (Sending Institution ) for credit by examination, dual credit, and/or experiential learning *as part of a conferred associate degree* will be reviewed for transfer credit eligibility by Herzing University (Receiving Institution).
- When a student initiates a change in the stated major or degree objectives after enrolling at Herzing University (Receiving Institution), the student assumes full responsibility for meeting the specified new degree and/or major requirements. In particular, students who change programs may have a change in transfer credits and should anticipate potentially significant changes in degree program completion requirements. Herzing University therefore shall provide pre-transfer counseling to such students to alert them to the ramifications of this decision.
- Each partner agrees to the use of their logo by the other partner when marketing the partnership and opportunity to students or the general public.

### **Admission Requirements**

- Conferred associate degree.
- 2.0 CGPA from associate degree coursework.
- All official college transcripts submitted to Herzing University no later than the student's start date.
- Completion of Herzing University admissions interview.
- Meet all other conditions of admissions as stated in the Herzing University Undergraduate Catalog.

### **Application Information**

Apply online: <https://enroll.herzing.edu/a/9878/Account/Register/ZZZ/3607638>

(\$50 enrollment fee due prior to student's start date, can be paid online via the following link:

<https://secure.herzing.edu/students/pay-online>)

Submit all official college-level transcripts to:

Herzing University

Attn: Degree Up

W140N8917 Lilly Road

Menomonee Falls, WI 53051

**Tuition**

Tuition for classes taken at Wor-Wic Community College (Sending Institution ) will be due to the appropriate Wor-Wic Community College (Sending Institution ) 's bursar's office.

Tuition rates for classes taken at Herzing University can be found online at [www.herzing.edu](http://www.herzing.edu).

**Herzing University Undergraduate Enrollment Status Definition for Title IV Purposes**

Full-time	12 credits per semester or more
Three-quarter time	9-11 credits per semester
Half-time	6-8 credits per semester
Less than Half-time	Less than 6 credits per semester

**Financial Aid**


To the extent that a student is eligible for financial aid while taking courses at Wor-Wic Community College (Sending Institution ) while enrolled in a program of study at Herzing University, the Financial Aid Consortium Agreement between the institutions shall govern the awarding and disbursing of such financial aid.

**Terms of Agreement**


This agreement will be in effect for five years from the date of execution. Renewal of the agreement with appropriate content changes will be discussed at the end of this time period. Termination of this agreement may occur by either party with ninety (90) day written notification, or immediately if 1) Wor-Wic Community College (Sending Institution ) or Herzing University (Receiving Institution) loses state or accrediting agency approval, or 2) if any regulatory agency that oversees Wor-Wic Community College (Sending Institution ) or Herzing University (Receiving Institution) notifies either institution that this agreement violates agency standards. Such termination will have no impact upon students that have already enrolled at Herzing University and terms would be in effect for them until they graduate as long as they maintain continuous enrollment. In the event of the termination of this agreement, each institution will be responsible for amending any publications or websites as needed and for disposing of any brochures or related materials at their own physical locations. If Wor-Wic Community College (Sending Institution ) is interested in acquiring data regarding their student participation in this partnership opportunity, Herzing University will send any reportable, pertinent and applicable data upon request.

By signing this document, both parties agree to the terms outlined above in the Articulation Agreement.

**Primary Signatures****Wor-Wic Community College**

Authorizing Signature:   
 Printed Name and Title: Dr. Kristin L. Mallory - Vice President AA Email Address: kmallory@worwic.edu  
 Date: 1/30/2020 Telephone Number: 410-334-2813

**Herzing University**

Authorizing Signature:  (16)  
 Printed Name and Title: Kitty Kautzer - Provost Email Address: kkautzer@herzing.edu  
 Date: 2/18/20 Telephone Number: 262-735-6175