SAMPLE TEMPLATE ONLY

All preparation and/or review of Central Michigan University contracts, memoranda of understanding/agreements, or similar documents must be accomplished through the Licensure, Regulatory Services & Human Capital department (Academic Administration)

ARTICULATION AGREEMENT BETWEEN (*PARTNER INSTITUTION*) AND CENTRAL MICHIGAN UNIVERSITY BOARD OF TRUSTEES

STATEMENT OF COOPERATION

(*PARTNER INSTITUTION*) and Central Michigan University Board of Trustees (CMU) wish to facilitate the transfer of students who complete an associate's degree at (*PARTNER INSTITUTION*) to a bachelor's degree program at CMU. This Agreement is intended to clarify the terms and conditions of transfer for students.

AGREEMENT

(**PARTNER INSTITUTION**) and Central Michigan University Board of Trustees hereby agree as follows:

- A person who has earned an Degree from (*PARTNER INSTITUTION*) and has achieved the minimum grade requirements specified by CMU (C or higher, 2.0 on a 4.0 scale for competency courses and a C- or higher, 1.7 on a 4.0 scale all others) may transfer all credits earned at (*PARTNER INSTITUTION*) as listed on the associated Transfer Credit Guide to CMU.
- 2. A person who has earned an **Degree** from (*PARTNER INSTITUTION*) and has followed the associated Transfer Credit Guide may transfer all credits specified on the Transfer Credit Guide toward the **Degree** at CMU without duplicative study. To complete requirements for graduation from CMU, students who follow the attached Transfer Credit Guide must also:
 - a) Complete a minimum of 30 academic hours at CMU.
 - b) Complete a minimum of 120 academic hours between (*PARTNER INSTITUTION*) and CMU.
 - c) Complete the remaining program requirements, distribution requirements and other major and degree requirements listed in the CMU Undergraduate bulletin.
- 3. (*PARTNER INSTITUTION*) and CMU agree to cooperate by communicating with each other and with their common and respective publics concerning this established relationship.

- 4. To the extent permitted by the Family Education Rights and Privacy Act (FERPA), (*PARTNER INSTITUTION*) and CMU agree to share data on student achievement for purposes of assessing program effectiveness. Any exchange by the parties of student record information protected by the Family Education Rights and Privacy Act (20 USC § 1232g) and implementing regulations (34 CFR Part 99) ("FERPA:) shall occur only in full compliance with FERPA, including, without limitation, committing the receiving party to limit the use of such information to the purposes for which the disclosure was made, and to impose such limits on any re-disclosure, and the parties agree to comply with all applicable statutory and regulatory provisions, including, without limitation 34 CFR 99.31, 99.32, 99.34 and 99.35.
- 5. (*PARTNER INSTITUTION*) and CMU agree to communicate any curriculum changes or policies, which affect the agreed-upon relationship, as soon as it is reasonably possible. Both parties reserve the right to amend or revise this agreement. These changes must be submitted in writing and signed by both parties.
- 6. (*PARTNER INSTITUTION*) and CMU further agree to communicate concerning the development of plans that might lead to future opportunities for cooperation between the two institutions. Responsibility for communication related to the agreement will be given to the **Name** Program Lead or his/her designee, CMU and to **Contact** at (*PARTNER INSTITUTION*).
- 7. To the extent permitted by Michigan Law, (*PARTNER INSTITUTION*) and CMU agree to indemnify and hold one another harmless from any and all claims initiated by student participants, their parents, survivors, or agents, arising from any negligent acts or omission on the part of either institution or any of their employees.
- 8. This agreement terminates **Date** or two (2) years from the date fully executed, whichever is later; however, either party may terminate this agreement upon 90 days' written notice to the other party.
- 9. All notices and other communications under this Agreement must be in writing and will be deemed given (a) when delivered personally, (b) on the fourth business day after being mailed by certified mail, return receipt requested, or (c) the next business day after delivery to a recognized overnight courier at the following addresses (or to such other address as either party may have specified by notice given to the other party pursuant to this provision):

If to CMU:	Central Michigan University
	Attn:
	Mt. Pleasant. MI 48859

If to (*PARTNER INSTITUTION*):

10. This Agreement constitutes the entire agreement between the parties, and all prior discussions, negotiations, and understandings, either oral or in writing, are hereby merged. This Agreement supersedes any previous **Agreement**. The invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of any other provision of this Agreement, which shall be in full force and effect.

FOR (PARTNER ORGANIZATION)	FOR CENTRAL MICHIGAN UNIVERSITY
DATE	DATE

Reminder: This Articulation Agreement must have an Transfer Credit Guide attached for it to be effective.