

## **COLUMBIA COLLEGE AND ST. CHARLES COMMUNITY COLLEGE ARTICULATION AGREEMENT**

This Articulation Agreement (the "Agreement") is entered into by and between Columbia College, with its principal place of business located at 1001 Rogers Street, Columbia, Missouri 65216 ("Columbia College") and St. Charles Community College 4601 Mid Rivers Mall Drive, Cottleville, Missouri 63376 ("St. Charles Community College") (Columbia College and St. Charles Community College referred to as the "Parties") as of the date set forth below and reflects the terms, conditions and understanding of the Parties related to the subject matter set forth herein. This Agreement supersedes all previous articulation agreements between the Parties.

### **I. COLUMBIA COLLEGE**

Columbia College is a private, non-profit, coeducational institution of higher education that offers associate, bachelor's, and master's degrees and certificates. Columbia College is regionally accredited by the Higher Learning Commission. Columbia College students may enroll in day, evening, or online education classes at the main campus in Columbia, Missouri, or at one of the many Columbia College Global Division locations.

### **II. ST. CHARLES COMMUNITY COLLEGE**

Established in 1986 with the first classes held in 1987, St. Charles Community College is a public, comprehensive two-year community college with associate degrees and certificate programs in the arts, business, sciences and career-technical fields. SCC provides workforce training and community-based personal and professional development as well as cultural, recreational and entertainment opportunities. The beautiful 12-building campus has won architectural awards for its innovative, contemporary "educational village" design.

### **III. PURPOSE OF AGREEMENT**

Columbia College and St. Charles Community College desire to enter into this Agreement for the purpose of establishing the guidelines to facilitate the transfer of academic credit earned by students at St. Charles Community College for application towards a baccalaureate degree at Columbia College.

### **IV. TRANSFER OF CREDIT**

#### **A. Credit Hours**

St. Charles Community College students must complete a minimum of 30 course credit hours in Columbia College courses to satisfy the Columbia College residency requirement. The remaining course credit hours required for a bachelor's degree may be completed at Columbia College, St. Charles Community College, or with other transfer credit hours approved by Columbia College. At least 39 course credit hours must be taken in upper level courses to earn a bachelor's degree from Columbia College.

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## **B. General Education**

As of the date of this Agreement, and subject to any curriculum changes by either party, Columbia College will accept the St. Charles Community College Associate of Arts, Associate of Science, and Associate of Arts in Teaching degrees as satisfying all of the Columbia College general education requirements if the following course is included in meeting the requirements:

- ENG 102 English Composition II with a grade of "C" or higher.

As of the date of this Agreement, and subject to any curriculum changes by either party, Columbia College will accept the St. Charles Community College Associate of Fine Arts, the Associate of Applied Science, or any other associate degree not specifically mentioned in this Agreement as satisfying all of the Columbia College general education requirements if the student completes the following coursework:

- ENG 102 English Composition II with a grade of "C" or higher.
- Complete an additional 30 semester hours with at least three hours from each of the following groups of course codes:
  - o Group 1: Anthropology, Economics, Geography, Political Science, Psychology, Sociology
  - o Group 2: Arts, Communications, English, History, Music, Philosophy, Religion
  - o Group 3: Astronomy, Biology, Chemistry, Environmental Science, Geology, Physics
  - o Group 4: MAT 098 Beginning Algebra or higher (Please Note: MAT 098 is developmental level and will count towards meeting the group requirement but not the 30-hour total)

## **C. Individual Courses**

Credits earned at St. Charles Community College and/or other accredited institutions of higher education will be evaluated individually by the Columbia College Office of the Registrar. Columbia College will periodically provide a Course Equivalency Guide to St. Charles Community College academic advisors and administrators for reference. If approved and accepted by Columbia College, credits earned at St. Charles Community College in courses above developmental level, for which the student earned a grade of "C" or better, will be accepted for transfer credit to Columbia College, and will be granted the Columbia College equivalency listed on the Course Equivalency Guide.

## **D. Concurrent Enrollment**

As of the date of this Agreement, and subject to any curriculum changes by either party, i) students who complete an approved associate degree with St. Charles Community College at any time during their pursuit of a bachelor's degree with Columbia College, are eligible for the general education waiver, ii) students who complete any other associate degree with St. Charles Community College, during their pursuit of a bachelor's degree with Columbia College, may complete additional course work to fulfill the general education requirements, outlined in Section B, once all the general education waiver requirements are met and the associate degree is awarded, the student will be eligible for the general education waiver. Course work may be completed with

Columbia College, St. Charles Community College, or any other accredited institution from whom transfer credit is accepted by the Columbia College Office of the Registrar.

#### **V. COLUMBIA COLLEGE ADMISSION**

Students who complete an associate degree from St. Charles Community College will be considered as having met Columbia College's academic admissions requirements.

#### **VI. DURATION OF AGREEMENT**

The Agreement will remain in effect until either Party sends a letter of intent to terminate the Agreement to the non-terminating Party at least thirty (30) days prior to the termination date. The Parties agree that any student applications submitted and in progress at the termination date will be completed under this Agreement.

#### **VII. REVISION OF AGREEMENT**

- A. Items not specifically mentioned within this Agreement will be governed by the then-current Columbia College Catalog.
- B. Amendments and/or revisions to this Agreement may be made in writing at any time by mutual consent of the Parties and set forth in the form of an addendum to this Agreement. Both Parties shall work cooperatively to review and to update regularly specific items or operational procedures included in this Agreement.
- C. Revisions to this Agreement based solely upon updates to curriculum or degree requirements, which do not fundamentally alter the nature of this Agreement, may be made by agreement of the parties. A history of such revisions will be amended to this Agreement for records purposes.

#### **VIII. PUBLICITY**

Other than as specifically permitted in this Agreement, neither Party shall use the name, trade name, trademark or any other designation of the other, or any contraction, abbreviation, adaptation or simulation of any of the foregoing, in any advertisement or for any commercial or promotional purpose without the other Party's prior written consent in each case.

This Agreement may be publicized by either Party as a cooperative degree completion program for students of St. Charles Community College. Through joint informational meetings and individual counseling by both institutions, both Parties to this Agreement will be responsible for publicizing the terms of this Agreement to their students. Non-degree-seeking students will be subject to the policies and procedures of both institutions. All questions regarding policies and procedures of either institution will be answered by the designated representative of that institution and by reference to the current published Catalog or Bulletin of that institution.

#### **IX. RIGHTS & RESPONSIBILITIES**

- A. Both Parties are accredited institutions of higher education and hold the applicable accreditations for the degree programs covered by this Agreement. The Parties agree to notify the other in writing if any material change to their accreditation status.
- B. The Parties acknowledge that Columbia College has the unilateral right, in its sole discretion, to amend its policies and procedures or to adopt new policies and procedures, and that all students will be subject to such amended or new policies and procedures.
- C. Separate academic records will be maintained at each Party. The Parties acknowledge that all

student records arising pursuant to this Agreement are confidential that confidentiality shall be maintained by the Parties. Each party further acknowledges that all information received, including but not limited to, student progress in a program, financial aid awards, academic records, and participation in party-sponsored programs, if any, is protected under the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g, ("FERPA"), and each party agrees that disclosure of such information will be made only in compliance with FERPA.

- D. The Parties will comply with all applicable federal, state, and local laws, rules, and regulations.
- E. Each Party to this Agreement agrees to be solely responsible for any and all actions, suits, damages, liability, or other proceedings brought against it as a result of the alleged negligence, misconduct, error, omission, or other conduct of any of its officers, agents, or employees.


**X. GENERAL TERMS**


- A. This Agreement is governed by and constructed in accordance with the laws of the State of Missouri, without regard to any conflict of laws provision.
- B. If any provision hereof shall be determined to be invalid or unenforceable, the validity and effect of the other provisions hereof shall not be affected thereby.

This Agreement is entered on this 7 day of JUNE, 2022 and goes into effect upon final signature.

**COLUMBIA COLLEGE**

**ST. CHARLES COMMUNITY COLLEGE**

  
By: Dr. Piyusha Singh  
Provost, Senior VP Academic Affairs

  
By: Dr. Holly Martin  
Vice President for Academic Affairs