Academic Articulation Agreement

This agreement articulates an academic articulation agreement between Herzing University (Receiving Institution) and Germanna Community College (Sending Institution), which allows students who have successfully completed an Associate of Applied Science or Associate of Science Degree at the Sending Institution, in the programs specifically outlined in the attached addendum(s), to seamlessly enroll into a Herzing University Bachelor of Science Degree program. The agreement also provides the opportunity for Associate Degree graduates of the Sending Institution enrolled in a Bachelor of Science Degree program at Herzing University to complete certain additional courses at the 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 the 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, theSending 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; and
- Credits earned in certain diploma, certificate or associate’s degree programs of study (the “transfer programs”) have been deemed appropriate and applicable to the destination bachelor’s degree program(s) of study reflected in this Agreement. Mapping for each transfer program and the destination program are attached as Appendix A.

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 by both institutions has determined that all credit earned in the transfer programs awarded by the Sending Institution will transfer to Herzing University (Receiving Institution) subject to the following conditions:

- Although credits from the Sending Institution’s Associate Degree will be accepted in transfer, the completion of additional General Education and lower division courses may be needed to fulfill Herzing University program requirements.
Students from the Sending Institution will be granted admission to a baccalaureate degree program at Herzing University (Receiving Institution) upon completion of a transfer program 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 degrees from the Sending Institution to Herzing University (Receiving Institution).

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 intervals permitted to receive current credit for a course taken some years previously. Any credit awarded by the 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 the 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 the Sending Institution may be different than that of Herzing University (Receiving Institution), but courses were evaluated on a course outcome basis for transfer eligibility and that course numbering at the Sending Institution may not align with the course numbering at Herzing University.)

**The Role of Herzing University (Receiving Institution)**
- Transfer support material will be provided by Herzing University to the Sending Institution to share with students in transfer programs.
- Herzing University will provide academic advising services to students who will be transferring from the 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 the Sending Institution will receive a grade of "TR" and these credits will be used in the SAP calculation.

**The Role of the Sending Institution**
- The Sending Institution will provide the opportunity for a representative from Herzing University (Receiving Institution) to meet with students in the transfer programs who have indicated an interest in the bachelor's degree program.
The Sending Institution will assist Herzing University (Receiving Institution) in the distribution of transfer materials to alumni as well as former and current students.

The Sending Institution has the responsibility to certify and document on the student transcript that the student has completed the stated requirements for the transfer programs, or earned credits toward the completion of the transfer programs. The academic record from the 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. Proposed changes to the Transfer Programs or Herzing University’s bachelor’s degree programs should be made with enough advance notice to allow an orderly and timely change to the terms of this articulation agreement. The failure of either party to notify the other of program changes and amend this agreement may result in the denial of transfer credits.

**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 the 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. The Sending Institution and Herzing University (Receiving Institution) are separate and independent institutions of higher education.
- All courses taken at the Sending Institution with grades “C” or better as part of a conferred associate degree will be accepted for 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.
- All courses taken at the Sending Institution with a “P” earned in a pass/fail class as part of a conferred associate degree will be accepted for credit by Herzing University (Receiving Institution).
- Any credit awarded by the 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 have completed a transfer program, or credits toward that credential, and then transfer out of the baccalaureate program covered by this agreement 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.

**Admission Requirements**

- Conferred associate degree.
- 2.0 CGPA from associate degree coursework.
- All official college transcripts submitted to Herzing University at the time of application.
- 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/9463/Account/Register?_ga=1.85651166.636713847.1413495791 (_$50 enrollment fee due prior to enrollment, 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: Registration  
W140N8917 Lilly Road  
Menomonee Falls, WI 53051

Tuition  
Tuition for classes taken at the Sending Institution will be due to the appropriate Sending Institution’s bursar’s office. Tuition rates for classes taken at Herzing University can be found online using the following link: https://www.herzing.edu/ tuition-financial-aid/campus-specific-tuition-and-cost-charts. Herzing University tuition is subject to change with prior notice once per calendar year.

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<tr>
<th>Herzing University Undergraduate Enrollment Status Definition for Title IV Purposes</th>
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Financial Aid  
To the extent that a student is eligible for financial aid while taking courses at the 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) the Sending Institution or Herzing University (Receiving Institution) loses state or accrediting agency approval, or 2) if any regulatory agency that oversees the 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 the 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.