

# FLORIDA DEPARTMENT OF EDUCATION



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## Memorandum Number 06-25

October 5, 2006

## M E M O R A N D U M

**TO:** Community College Presidents

**FROM:** J. David Armstrong, Jr.

**SUBJECT:** Independent Colleges and Universities (ICUF) Signed Participation Agreements

As you know, the Articulation Agreement between the Florida Community College System (FCCS) and the Independent Colleges and Universities of Florida (ICUF) was approved by the Council of Presidents and went into effect July 1, 2006. This Agreement provides exceptional opportunities for Associate in Arts (AA) graduates from Florida's community colleges to complete the baccalaureate degree. It also serves as a testament to collaboration between the public and independent sectors and supports the Department of Education's goal of seamless articulation and maximum access.

This updated Articulation Agreement provides some basic guarantees to our AA graduates, including the transfer of 60 credits to be applied toward the awarding of the baccalaureate degree and completion of the general education requirements of the receiving institution. See the attached copy of the signed Articulation Agreement for more specifics.

I am pleased to announce that twenty-three (23) ICUF institutions have signed the participation

**J. DAVID ARMSTRONG, JR.**  
*Chancellor, Community Colleges and Workforce Education*

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agreement to date, including:

Barry University	Lynn University
Eckerd College	Nova Southeastern University
Edward Waters College	Palm Beach Atlantic University
Embry-Riddle Aeronautical University	Rollins College
Flagler College	Southeastern University
Florida College	Stetson University
Florida Hospital College of Health Sciences	St. Leo University
Florida Institute of Technology	St. Thomas University
Florida Memorial University	University of Tampa
Florida Southern College	Warner Southern College
International College	Webber International University
Jacksonville University	

If additional ICUF institutions sign the participation agreement in the future, this information will be provided at FACTS.org.

To assist academic advisors at your respective institutions in preparing students for transfer under this agreement, ICUF Articulation Manuals are available under the “Advising Manuals” Tab at FACTS.org.

In support of this updated Articulation Agreement, ICUF established a new scholarship program. The 2+2 Presidential Access Scholarships are awarded to eligible students completing the AA at a Florida community college and transferring to an ICUF institution. Each community college president may nominate up to two individuals (one male and one female) for the scholarships based on specified criteria, which includes \$500 for each of two years. This year, over 30 students were nominated for these scholarship awards.

You are welcome to contact the following Division staff with additional questions you may have related to the ICUF Articulation Agreement:

Dr. Sara Hamon  
Director of Articulation and Educational Services  
[sara.hamon@fldoe.org](mailto:sara.hamon@fldoe.org)  
(850) 245-9523

Dr. Brenda C. Spencer  
Assistant Director of Articulation and Educational Services  
[brenda.spencer@fldoe.org](mailto:brenda.spencer@fldoe.org)  
(850) 245-9903

October 5, 2006

Dr. Judith Bilsky  
Vice Chancellor for Academic Affairs and Student Success  
[judith.bilsky@fldoe.org](mailto:judith.bilsky@fldoe.org)  
(850) 245-9467

We appreciate your important role in this process, and we look forward to a successful partnership with the ICUF institutions.

JDA/shc

Attachment

c: Mr. Ed Moore, ICUF Executive Director  
Council of Instructional Affairs  
Council of Student Affairs  
Community College Articulation Officers  
Dr. Judith Bilsky  
Dr. Sara Hamon  
Dr. Brenda Spencer

**ARTICULATION AGREEMENT BETWEEN**  
**THE INDEPENDENT COLLEGES AND UNIVERSITIES OF FLORIDA**  
**AND**  
**THE FLORIDA DIVISION OF COMMUNITY COLLEGES AND WORKFORCE**  
**EDUCATION**

**A Statement of Philosophy and Intent**

The State of Florida, long a national leader in higher education, has given broad policy directions to the system of postsecondary education with regard to transfer and articulation between and among two- and four-year institutions. A statewide articulation agreement exists in Florida Statutes and Florida Administrative Code to establish an effective and orderly transfer process for students entering a state community college, completing an Associate in Arts degree, and transferring to a state university. Florida Statutes also encourage collaboration between the public and independent sectors of postsecondary education.

An articulation agreement was initiated between the State Board of Community Colleges and the Independent Colleges and Universities of Florida in 1992 and updated in 1997. This 2006 update of the articulation agreement reflects recent changes in education governance within Florida and a re-commitment to the ideal of cooperation between the public and independent sectors of postsecondary education.

The purpose of this agreement is to set forth the uniform conditions regarding articulation between the postsecondary educational systems represented by the parties to this agreement and to provide the procedures whereby member institutions of the Independent Colleges and Universities of Florida may participate.

**ARTICULATION AGREEMENT BETWEEN**  
**THE INDEPENDENT COLLEGES AND UNIVERSITIES OF FLORIDA**  
**AND**  
**THE FLORIDA DIVISION OF COMMUNITY COLLEGES AND WORKFORCE**  
**EDUCATION**

This Articulation Agreement is entered into this 23<sup>rd</sup> day of May, 2006, by and between the Independent Colleges and Universities of Florida and the Florida Division of Community Colleges and Workforce Education.

**WHEREAS**, the parties desire to coordinate curricula so as to assist students in transferring from a public community college to an independent college or university, and

**WHEREAS**, the parties desire to promote the most efficient and effective use of their resources and to offer students the broadest possible range of educational opportunities, and

**WHEREAS**, the parties desire to encourage and facilitate the establishment of specific articulation provisions between the member institutions of the Independent Colleges and Universities of Florida and Florida's public community colleges, and

**WHEREAS**, the intent of this agreement is to facilitate the transfer of qualified Associate in Arts students from Florida's public community colleges to the member institutions of the Independent Colleges and Universities of Florida,

**NOW, THEREFORE**, the parties, through this document and institutional addenda, agree to cooperate in articulating programs in accordance with the terms set forth herein.

I. The participating independent institutions shall recognize the Associate in Arts degree as the transfer degree from the Florida Community College System.

II. The participating independent institutions shall specify and publish the programs articulated with the Associate in Arts degree, including the course requirements and related prerequisite courses for each program. This required information for each articulated program will be updated by the participating ICUF institution and submitted to the Division of Community Colleges and Workforce Education by July 1 each year. The Division of Community Colleges and Workforce Education shall provide all participating institutions, by January 31 of each year, specifications for submitting this information. The Division's Director of Articulation and Educational Services will serve as a liaison to assist the participating institutions as needed.

III. The participating independent institutions shall develop course equivalency tables, specifically for program prerequisites and course requirements, insofar as it is reasonable and necessary to do so. Courses that are designated as equivalent must be treated as equivalent for all community colleges.

IV. The participating independent institutions and the Division of Community Colleges and Workforce Education shall agree to the following conditions:

A. Community college students who transfer with an Associate in Arts degree under the terms of this Agreement shall enter with junior standing provided that transfer students shall meet the same standards and program requirements as native students.

B. Community college students who transfer under the terms of this Agreement shall be considered as having completed the general education requirements of the receiving institution. The receiving institution may specify additional courses that must be completed prior to the awarding of the baccalaureate degree. These courses may be completed at either institution unless otherwise specified in the Participation Agreement.

C. A community college student transferring under the terms of this Agreement shall be governed by the graduation requirements set forth in the receiving institution's catalog in effect at the time of the student's initial enrollment in a community college, provided the student maintains continuous enrollment as defined by the receiving institution and receives an Associate in Arts degree and transfers to the receiving institution within four years of initial enrollment in a community college. The student will also have the option of graduating under the catalog in effect at the time of transfer. However, all students are subject to changes imposed by state rule or law as long as those changes are imposed on native students who began initial enrollment at the same time as the transfer students.

D. Admission of a community college student to a participating institution will depend on the number of spaces in each academic year and the continuation of the program. Program discontinuance will remove any obligation of the participating institution to comply with the provisions of the Articulation Agreement and the executed Participation Agreement relative to the discontinued program.

E. For the students accepted for transfer, the grade of "D" will be treated the same as grades of "D" obtained by native students at the receiving independent institution. The receiving institution may require a grade point average (GPA) of not less than 2.0 overall or a grade of "C" or better in all prerequisite courses, provided the same policy is applied equitably for native and transfer students. In addition, according to state law, no community college will award an Associate in Arts degree without the student achieving a 2.0 minimum GPA, and students will be required to make a "C" or higher in Gordon Rule courses (communications and mathematics).

F. The participating independent institution shall accept no less than 60 credits to be transferred and applied toward the awarding of the baccalaureate degree, except that no institution will be required to accept the grade of "D" if not accepted for native students. However, the student must meet the specific degree course requirements of the receiving

institution, which may mean extending the number of credit hours to earn the degree, if the 60 hours transferred and applied do not include all of the degree prerequisites.

G. Credit awarded by a community college as experiential credit and/or credit awarded by exam, such as College Level Examination Program (CLEP), International Baccalaureate (IB) Program, Advanced International Certificate of Education (AICE) Program, and Advanced Placement (AP), while acceptable to satisfy Associate in Arts degree requirements, may or may not satisfy specific requirements of the baccalaureate degree. Each participating independent institution shall specify and publish its policy on accepting credits awarded as experiential credit and credit by exam.

H. Authority over all academic policies or practices not mentioned in this agreement shall remain with the participating independent institutions.

I. Programmatically, the forgiveness policy for the receiving institution shall prevail.

V. During the period of this Agreement, the Division of Community Colleges and Workforce Education shall:

A. Publicize the Articulation Agreement among the faculty, staff, and students in the Community College System via the FACTS.org website maintained by the Florida Center for Advising and Academic Support as well as other Department of Education and Division of Community Colleges and Workforce Education publications, correspondence, and outreach activities.

B. Make available to community college faculty members, counselors, students, and other appropriate individuals within the Florida Community College System, the participating independent institutions' admission requirements; preferred general education requirements; program prerequisite courses, other related requirements, and the course equivalency lists. This will be done via the FACTS.org website maintained by the Florida Center for Advising and Academic Support.

C. Coordinate continued implementation of the common transcript which lists all courses attempted and grades earned and certifies successful completion of the Associate in Arts degree requirements, including successful completion of the College Level Academic Skills Test (CLAST) and the general education core courses.

D. Accept the Participation Agreements submitted by participating independent institutions and foster communication between the Division, institutions within the Florida Community College System, and the participating independent institutions. The Division's Director of Articulation and Educational Services is the liaison officer for matters relating to this agreement, and the Division will notify the participating institutions of any changes in contact information for this person.

VI. Both parties agree:

A. To cooperate on curricular changes that will facilitate future student transfer.

B. To encourage the development of scholarships and other financial aid opportunities for community college transfer students who are directly affected by this Agreement.

C. To encourage the continued development of local articulation agreements, which provide for articulation in one or more specific program areas between one ICUF institution and a partner community college. This statewide agreement is not intended to supercede those local agreements.

D. To establish a committee composed of three members from the Independent Colleges and Universities of Florida and three members from the Community College System that will meet, as necessary, to review instances of student transfer and admissions difficulties and recommend appropriate solutions.

E. To provide for periodic review of the Agreement to strengthen articulation between the institutions. The review should be initiated by the Division and should take place at least once every three years, following initial implementation of the Agreement.

## VII. Participation Agreements.

A. Each independent institution that elects to participate shall submit to the Division of Community Colleges and Workforce Education a Participation Agreement. The Participation Agreement shall be in effect until terminated.

B. Proposed modifications, additions, or deletions to a Participation Agreement must be in writing and signed by both parties.

C. Termination of a Participation Agreement must be submitted in writing to the Division of Community Colleges and Workforce Education prior to April 1 of each year. The termination of the agreement will be in effect beginning with the following Fall term. The independent institution shall abide by the terms and conditions of the Articulation Agreement and the Participation Agreement for all students who were enrolled in a community college on or before the effective date of termination, except with regard to terminated programs.

## VIII. Applicable Law.

This Agreement will be governed and construed in accordance with the laws of the State of Florida and the rules of the State Board of Education.

## IX. Modifications.

Any modifications, additions, or deletions to this Agreement must be in writing and signed by both parties. The designated representatives are the Executive Director of the Independent Colleges and Universities of Florida and the Chancellor for Florida Community Colleges and Workforce Education.

X. Termination of the Articulation Agreement. Either party may terminate this Agreement by giving written notice to the other party. The notice shall state the effective date of termination which shall be at least one year after the date on which the notice is received by the other party. The termination of this Agreement shall annul all Participation Agreements existing on the effective date of termination. Any student enrolled in a community college during the time this Agreement is in effect shall continue to receive the benefits of the Agreement until the effective date, one year after notification, provided all conditions contained herein are met by the student.

This Articulation Agreement between the Independent Colleges and Universities of Florida and the Division of Community Colleges and Workforce Education was accepted and approved by the participating entities this 23<sup>rd</sup> day of May, 2006.

By: \_\_\_\_\_  
Signature obscured  
for security  
Executive Director, Independent  
Colleges and Universities of Florida  
By: \_\_\_\_\_  
Signature obscured  
for security  
Chair, ICUF Council of Presidents

By: \_\_\_\_\_  
Signature obscured  
for security  
Chancellor, Florida Community Colleges  
and Workforce Education  
By: \_\_\_\_\_  
Signature obscured  
for security  
Chair, Florida Community College Council  
of Presidents

THIS AGREEMENT shall take effect on July 1, 2006, and shall remain in effect until terminated by either party.