



**Memorandum of Understanding
between
Maricopa Community Colleges
and
Southwestern College**



The Maricopa Community Colleges ("Maricopa") and Southwestern College ("Southwestern") hereby establish a Memorandum of Understanding ("MOU") to facilitate students' transfer from Maricopa to Southwestern.

PURPOSE

- This MOU formally recognizes that both institutions are active educational partners, committed to providing greater educational opportunities and services for students transferring between institutions. This commitment strongly supports the concept of seamless transfer that embraces the principle that transfer students should not be required to repeat competencies already achieved.
- Both institutions enter into this MOU in the spirit of cooperation and mutually recognize each other as quality institutions of higher learning. Each institution, furthermore, is dedicated to serving diverse students from all walks of life.
- Under the terms and conditions of this MOU, participating students will maximize as much as possible their community college coursework and credits.
- Through ongoing communication between their faculty and staff, Maricopa and Southwestern will better understand the obstacles confronting students who are transferring and cooperate in removing such obstacles. By working at the department level, the courses that a student takes at Maricopa can be matched with courses required at Southwestern.

TRANSFER ELEMENTS

Treatment of Associate degrees and general education core as admission criteria

This MOU establishes the principle that all applicable associate degrees at Maricopa transfer to the Southwestern. Maricopa graduates will not need to repeat lower-division general education requirements at Southwestern. All credits are accepted and applied toward the designated/appropriate college degree(s). Articulated Associate degrees will be identified, maintained, and available as a separate document from this MOU.

Maricopa graduates with a minimum cumulative GPA of 2.0, courses numbered 100 and above, entering under the terms of this MOU are guaranteed admission into the university. However, students should be advised that some degree programs at Southwestern might require a higher GPA for admission.

Maricopa graduates will follow Southwestern's transfer process and, therefore, must meet all applicable requirements and deadlines pertaining to application for admission, advising, registration, and payment of tuition and fees. They will abide by the policies and procedures, along with any revisions thereof that apply to all students from that institution.

In order to complete the baccalaureate program in a timely manner, students are advised to follow the transfer guide for the academic program they plan to pursue at Southwestern. If the student intends to change degree focus upon admission to Southwestern, the student may be required to complete some lower division preparation work prior to beginning the program at Southwestern.

Arizona General Education Curriculum (AGEC)

Completion of Maricopa's Arizona General Education Curriculum (AGEC), a 35 semester-credit general education program of study will transfer and satisfy lower-division general education requirements at Southwestern. The AGEC can be transferred and accepted as a component of an Associate degree or as a stand alone general education block not affiliated with an Associate degree.

Treatment of Maricopa coursework as admission criteria

Students who transfer to Southwestern with less than an Associate degree (and have not completed the General Education requirements), an Associate in Applied Science degree, or an Associate degree that does not articulate to a Southwestern program, will have their General Education courses evaluated on a course-by-course basis and may be required to take any additional courses necessary to satisfy the General Education requirements at Southwestern. However, if these students have taken equivalent General Education courses at the sending institution, these courses will be accepted toward satisfying General Education requirements at Southwestern.

Maricopa students who plan to transfer to Southwestern may complete any missing general education by (i) taking the additional Maricopa lower-division courses required to complete the general education core at Maricopa, or [ii] complete the general education requirements by taking upper division courses at Southwestern.

Award of Upper-Division Credit

Students who transfer lower-division credits beyond that required for an Associate degree or whose lower-division credits/competencies are equivalent to designated upper-division credits/competencies, can request/petition these courses/competencies be evaluated by Southwestern and, where appropriate, equivalent upper-division credit will be awarded.

Total Number of Transferable Credits

The maximum number of lower-division credits that can be accepted and applied to the university degree at Southwestern is **84**. This transfer credit limit will be the difference between total credits required for degree completion and university upper-division requirements.

Evaluation Process

There will be an annual evaluation process of the partnership supported by this MOU. The information obtained from this evaluation will be used to improve the transfer process for the benefit of students.

Longevity of the MOU

This MOU shall be effective immediately upon approval and shall continue in force and effect until terminated by either party. Termination shall occur upon written notice by either party to the other submitted six (6) months prior to the termination date. Students accepted into the program prior to the termination date will be allowed to continue in the program.

OBLIGATIONS OF SOUTHWESTERN

- Southwestern will provide academic advising to Maricopa students. Additionally, Southwestern will provide materials, catalogs, and other information to Maricopa advisors to facilitate their understanding of university requirements and academic programs. Southwestern agrees, at its own expense, to hold at least one advising event each year at Maricopa for prospective transfer students.
- Southwestern may place Maricopa students, interested in attending Southwestern, on its mailing lists and invite the students to participate in cultural events, social activities, and presentations open to the public and occurring on campus.

- If warranted by the student's academic achievement and/or special talents, Southwestern will inform the student of scholarship opportunities.

OBLIGATIONS OF MARICOPA

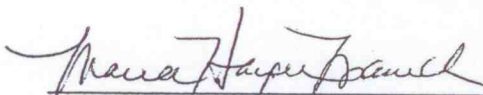
- Maricopa will provide Southwestern with timely curriculum updates.

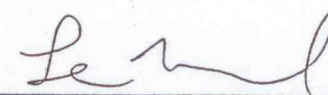
JOINT OBLIGATIONS

- Maricopa and Southwestern agree to exchange data and documents as agreed that will contribute to the maintenance and improvement of these transfer arrangements, and promote effective cooperation between the two institutions. The institutions will exchange admission, grades, and retention data after obtaining appropriate permission from the students involved and in compliance with all federal, state, and local laws.
- Southwestern will work with Maricopa on recruitment efforts.
- Students transferring to Southwestern will receive advising from both institutions, assisting them in timely degree completion.
- Under this MOU, both institutions will work together to identify scholarship opportunities for Maricopa students.
- Information about this MOU will be available at both institutions and on both institutions' websites.
- Maricopa and Southwestern agree to provide direct links between their institutional websites, indicating the existence of this MOU.
- Transfer articulation materials developed by an articulating institution are not valid without a MOU signed by the Maricopa Vice Chancellor for Academic Affairs and Student Affairs.
- In collaboration with the Maricopa Community Colleges, the development, distribution, and accuracy of all transfer articulation products (e.g., Transfer Guide) are the responsibility of Southwestern.

Maricopa Community Colleges
 Maria Harper- Marinick, Ph.D.
 Vice Chancellor for Academic and Student Affairs

Southwestern College
 Len Munsil, Esq.
 President

 12/13/10
 (date)

 11-23-10
 (date)

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