

# Wayne County Community College District



## TRANSFER ARTICULATION AGREEMENT PROCEDURES

(FOUR YEAR UNIVERSITY)





## Resources for Prospective Transfer Students

Many students attending WCCCD are beginning a journey toward a bachelor's degree program, taking their freshman and sophomore requirements here while planning to transfer to a senior college or university. Many students will choose to obtain an associate degree prior to transferring to their chosen senior institution. Getting an associate degree is encouraged because it equips students with a marketable degree should interruptions occur in completing the bachelor's degree.

Some tips that will ensure that you make an easy transition from the community college to the university setting include:

- **Begin planning early** – meet with a WCCCD advisor/counselor to investigate senior colleges and universities.
- Once you have selected a transfer institution, make contact with an advisor at this school as well.
- Make certain you understand the freshman and sophomore level requirements of your chosen university.
- If you are uncertain about where to attend upon completing your program at WCCCD, investigate college web sites; write for information about programs familiar with their environment, faculty and programs.
- WCCCD will host "college night" programs where representative from senior colleges and universities will be on-site to speak with students. Plan to attend one of these events.

### Curriculum Guides/Transfer Guides

Curriculum guides, also known as transfer guides at many community colleges, list the 4-yr. university courses and equivalent community college courses that meet the 4-yr. university's general education requirements for specific bachelor's degree programs. To avoid taking unnecessary classes, prospective transfer students are strongly encouraged to seek assistance from a WCCCD advisor prior to beginning their enrollment at WCCCD. The advisor will assist you in selecting those courses that will transfer to your chosen four year college or university. Transfer guides are available in the Student Services Office at each of the campuses to assist students in their course selection.

# Articulation Agreements

The purpose of an articulation agreement is to allow students to complete an associate degree program and transfer to a related bachelor's degree program with a minimum loss of credit and duplication of coursework. Every articulation agreement describes the specific courses to be taken at WCCCD in order to complete the associate degree at WCCCD and successfully matriculate to a four year college university with minimal loss of credit. Below are listed the currently active articulation agreements between a 4-year college or university and WCCCD with their contact information:

Ashford University <http://www.ashford.edu/online/transferability.php>

Capella University [www.capella.edu/wcccd](http://www.capella.edu/wcccd)

Central Michigan University

<http://www.cel.cmich.edu/guides/default.html> (Transfer Guide)

<http://www.cel.cmich.edu/services/transfer.html> (Off-Campus Programs)

<http://www.cel.cmich.edu/finances/scholarships.html> (Scholarship Information)

Davenport University

<http://www.davenport.edu/Home/ApplytoDavenport/TransferStudents/TransferringCredits/tabid/131/Default.aspx>

Eastern Michigan University <http://insight.emich.edu/Students/RecNReg/TranEquiv/index.cfm>

Kaplan University <http://www.cc.kaplan.edu> or call (866) 583-4417

Kettering University <http://kettering.edu> *Click on Future Students and then Transferring Credit*

Madonna University contact Olga Martinez at 734.432.5340 or [omartinez@madonna.edu](mailto:omartinez@madonna.edu)

Northcentral University <http://www2.ncu.edu>

Northwood University <http://www.northwood.edu> *Click on Michigan Campuses, Admissions, Additional Resources, Transfer Students Course Equivalency, Select School*

University of Detroit Mercy <http://www.udmercy.edu/> *Click on Apply, and then Transfer Guides*

University of Michigan, Dearborn <http://www.umd.umich.edu/> *Click on Future Student, and then click on Transfers*

University of Phoenix <http://www.phoenix.edu/> *Click on Academics, Admissions and then Transfer Information*

Additionally, as so many other two and four year colleges and universities, WCCCD has signed the state-wide MACRAO (Michigan Association of Registrars and Admissions Officers) Transfer Agreement. The (MACRAO) Transfer Agreement is designed to facilitate transfer from community colleges to baccalaureate colleges and universities. It provides for transferability of up to 30 semester credits to meet many (and in some cases all) of the General Education Requirements at participating Michigan four-year colleges and universities. Students may complete the MACRAO Transfer Agreement as part of an associate degree or as a stand alone package.

Once the specified set of courses is completed, the courses will transfer and be applied toward meeting the general education requirements at the 4-year college or university. While many Michigan colleges and universities honor the MACRAO Transfer Agreement, some participate in a

more limited manner. Students should check with the receiving institution regarding their transfer policies.

Students may go to: [www.michigantransfernet.org](http://www.michigantransfernet.org) to access transfer equivalency information.

### **Other Institutions Commonly Selected by WCCCD Students**

Michigan State University <http://www.admissions.msu.edu/transferguide/default.asp>

Oakland University <http://www2.oakland.edu/admissions/tce/>

Wayne State University <http://wayne.edu/future/transfer.php>

University of Michigan, Ann Arbor <http://www.admissions.umich.edu/transfers/>

Other four-year college websites: *The following site can be used to access virtually every four-year college and university web site in the United States:* <http://www.utexas.edu/world/univ/state/>

### **Special Programs**

Wayne State University (WayneDirect)

Students may take advantage of using Wayne State University's facilities and academic support services while completing their Associate's degree at WCCCD. With a 2.0 GPA, smooth matriculation to WSU with potential scholarships is possible.

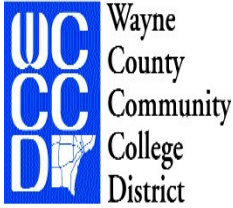
<http://admissions.wayne.edu/waynedirect/index.php>

Michigan Technological University (MICUP)

Michigan Colleges and Universities Partnership (MICUP) is a grant program. Students with a 2.8 GPA who are interested in the science, technology, engineering and mathematical fields can take advantage of tours and an internship at Michigan Technological Institute while securing their Associate's degree at WCCCD. A smooth transfer to MTU with potential scholarships is available to students.

<http://www.multicultural.mtu.edu/outreach/micup/index.php>





## **Articulation Agreement Signing Ceremony**

### **Signing Ceremony Determined**

The Office of the Vice Chancellor of Student Services and the VC of Educational Affairs will be consulted regarding the newly developed articulation agreement and will determine if a signing ceremony is warranted. They will determine the budget associated with the planning and promotion of the signing ceremony.

### **Invited Guests**

Those invited to attend the signing ceremony should include all members involved in the agreement development from both institutions (The Chancellor, Campus President, Vice Chancellor of Student Services and, Vice Chancellors of Educational Affairs from WCCCD).

### **Original Documents**

Four sets of original articulation agreement documents should be brought to the signing ceremony. Two sets of original documents will be retained by the receiving four-year institution and two sets will be retained by WCCCD.

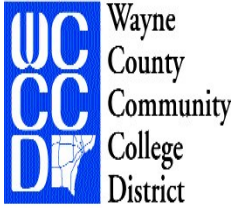
### **The Event**

The signing ceremony may include light refreshments.

Press coverage and/or press release and photo coverage should be arranged by WCCCD.

The agenda should include:

- A welcome and introduction of each institution members present
- Comments by each institution representative
- Signing of the documents



## **Articulation Agreement Dissemination Process**

Following the signing of the articulation agreement, the acceptance of the new agreement should be communicated and disseminated:

One set of the original agreement documentation should be filed with the District Director of College and University Relations in the Office of the Vice Chancellor of Student Services.

One set of the original agreement documentation should be filed in the Office of the Registrar.

Copies of the agreement and/or alignment are disseminated to:

Vice Chancellor of Educational Affairs  
Campus Advisors  
Program Chairpersons  
Student Services Administrators

The articulation agreement should be listed on the WCCCD website and in the WCCCD Directory of Articulations housed with the District Director of College and University Relations.

The new Articulation Agreement will be promoted and marketed to students in the following ways:

- Inform Student Services Administrators of new agreements at Student Service Council meetings
- Inform Educational Affairs Council & Educational Affairs Curriculum Committee.
- Inform Campus Advisors of new agreements at Advisors meetings
- Include a statement regarding the new agreement in the Student Services Newsletter
- Update/add the new agreement and transfer guide on the WCCCD website
- Consider other printed venues to promote agreements, i.e., posters, brochures, catalogs, newsletters, etc.