



COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF EDUCATION
333 MARKET STREET
HARRISBURG, PA 17126-0333
www.pde.state.pa.us

TRANSFER AND ARTICULATION INTERAGENCY AGREEMENT

This Agreement (the "Agreement") is made and entered into this _____ day of _____, _____, by and between the Pennsylvania Department of Education ("Department") and _____, (hereinafter called the "Institution")

WHEREAS, the General Assembly of the Commonwealth of Pennsylvania enacted Act 114 of 2006, which added to the Public School Code of 1949, Article XX-C, entitled Transfers of Credits Between Institutions of Higher Education (referred to herein as the "Articulation Program"); and

WHEREAS, the Articulation Program requires community colleges and institutions that are part of the State System of Higher Education to participate in the Articulation Program; and

WHEREAS, the Articulation Program permits independent institutions of higher education and State-related institutions, as each is defined in Article XX-C, to elect to participate in the Articulation Program;

WHEREAS, the Institution, through its governing body, has adopted the Articulation Program course equivalency standards and has elected to participate in the Articulation Program in accordance with Article XX-C; and

WHEREAS, the Department and the Institution agree that this Agreement enumerates the responsibilities, obligations, rights and privileges of the Institution, which has elected to participate in the Articulation Program.

NOW, THEREFORE, the Department and the Institution enter into this Agreement intending to be legally bound and mutually agree as follows:

1. The term of this agreement shall commence on December 1, 2009, and shall continue through each succeeding academic year, commencing with the 2009-2010 academic year, until and unless the institution notifies the Department of its intention to terminate the agreement. If an institution seeks to terminate its agreement to participate in the Articulation Program, it must notify the Department by November 15 of the year prior to the academic year when termination is desired.
2. The Institution, which has elected to participate in the Articulation Program, agrees to comply with the following responsibilities and obligations:

- a. Adopt, through its governing body the course equivalency standards developed by the Transfer and Articulation Oversight Committee (“TAOC”) and apply them in each academic year during the term of this Agreement;
- b. Submit foundation courses to be reviewed by the subcommittees of the TAOC prior to the commencement of each academic year;
- c. Appoint a representative to serve on the TAOC and to assume all responsibilities in accordance to the *Pennsylvania Department of Education Transfer and Articulation Oversight Committee Governance, Policies and Procedures* (referred to herein as the “Manual”);
- d. Identify a specific course equivalency for each TAOC approved course;
- e. Accept for transfer, credits in all courses approved by the TAOC review process and apply these credits towards graduation requirements in accordance with the Manual;
- f. Submit annual transfer data to the Department using PAsecureID via the Pennsylvania Information Management System (PIMS) in accordance with the Manual;
- g. Participate in the Articulation Program for the entire academic year for each academic year during which the Institution remains a party to this agreement;
- h. Make any reasonable changes and modifications to its foundation courses, including the strengthening of the courses, to ensure equivalency of its credits among the other participating institutions;
- i. Abide by all policies, procedures and decisions of the TAOC Dispute Resolution Subcommittee;
- j. Subscribe to the Department’s selected electronic database or software program and portal;
- k. Submit existing transfer and articulation agreements annually to the Department;
- l. Comply with all future TAOC requirements implemented as rules, policies or procedures that are communicated to and affect participating institutions.

3. The Department agrees to provide the following rights and privileges to the Institution, as a participant in the Articulation Program:

- a. Include the Institution as part of the statewide transfer and articulation system;
- b. Provide the Institution with access to all Articulation Program benefits and electronic databases or software programs as they relate to the state transfer system;

- c. List the Institution on the Pennsylvania Transfer and Articulation Center (“PA TRAC”), the statewide transfer portal that gives students, parents, and advisors direct access to transfer information, including articulation agreements for all participating institutions;
- d. Include the Institution in the State’s marketing and promotion of PA TRAC.

4. Termination of Agreement In addition to the Institution’s annual right to terminate this agreement in accordance with paragraph one (1) above, the Department may terminate this agreement at any time for its convenience or if the Institution fails to satisfy its responsibilities under paragraph two (2) above. The Department shall provide written notice of termination and of the effective date thereof, at which point the rights afforded under paragraph three (3) will cease.

IN WITNESS WHEREOF, the parties have executed this Agreement:

Authorized Representatives for the Institution. If this Agreement is signed by anyone other than the holder of specific titles below, then the Agreement must be accompanied by a Board resolution or Board minutes clearly establishing that the signer, by name and title, has the authority to sign the Agreement and bind the organization:

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| Type Name and Circle Title: President or Vice President | Signature of President or Vice President | Date |
|--|--|------|

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|---|-------------------------------------|------|
| Type Name and Circle Title: Secretary or Treasurer | Signature of Secretary or Treasurer | Date |
|---|-------------------------------------|------|

Authorized Representatives for the Department:

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| DEPUTY SECRETARY OFFICE OF POSTSECONDARY AND HIGHER EDUCATION PENNSYLVANIA DEPARTMENT OF EDUCATION | DATE |
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Approved as to form and legality.

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| OFFICE OF CHIEF COUNSEL | (DATE) |
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| OFFICE OF GENERAL COUNSEL | (DATE) | OFFICE OF ATTORNEY GENERAL | (DATE) |
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