

## Articulation Agreement

Between  
Board of Trustees of the University of Arkansas For and On Behalf of the  
University of Arkansas – Fort Smith  
and  
Motlow State Community College

### I. PURPOSE

This Articulation Agreement (“Agreement”), effective January 1, 2018 is between the Board of Trustees of the University of Arkansas for and on behalf of the University of Arkansas - Fort Smith (UAFS) and Motlow State Community College (MSCC).

This Agreement is designed to coordinate transfer policies, enhance advising, set forth and establishes procedures for the offering of courses and a degree program by UAFS; and promotes the acceptance of the transfer of an Associate of Applied Science (A.A.S.) degree from MSCC to UAFS.

UAFS will offer courses through the Bachelor of Applied Science (BAS) online degree completion program. This degree program will begin spring 2018 as set forth in “Exhibit A”. The BAS is offered through the College of Applied Science and Technology at UAFS.

Additional programs may be added if agreed upon, and will be set forth in additional exhibits attached to this Agreement. All degree programs will adhere to the principles of the Agreement.

Students who satisfactorily complete the BAS degree requirements with UAFS in accordance with this Agreement with MSCC, and who meet all other program requirements for graduation, will earn the appropriate degree from UAFS.

### II. ELEMENTS OF THE AGREEMENT

#### A. Admission Practice and Acceptance & Application of Credit

1. This degree program, as well as any other degree programs offered by UAFS for MSCC students, will use the same admission and progression requirements and the same course requirements as stated in the UAFS Undergraduate Academic Catalog. Academic guidance for any degree program will be provided as outlined in this Agreement.
2. UAFS agrees that if a student satisfactorily completes an A.A.S. degree and presents the appropriate transcript documentation through the UAFS Admission process, the following principles will apply:

- a. MSCC students who have a cumulative GPA of at least 2.0 on all previous coursework will be eligible for admission to UAFS. Once admitted, students are subject to all other policies and procedures, including residency requirements of UAFS, as outlined in the UAFS Undergraduate Academic Catalog.
  - b. Students must complete the admission application process and provide official transcripts from all colleges/universities attended (sent directly to the UAFS Records Office or submitted to the UAFS Records Office in an official, sealed, school envelope). All official transcripts must be received prior to the beginning of the term in which the student wishes to enroll at UAFS to complete the application process. UAFS does not charge an application fee.
  - c. All courses required to complete the specific related associate degree program in which a grade of "C" or higher has been earned will be transferred into the BAS degree program in their entirety, allowing the student to complete a related degree program at UAFS in approximately two years of full-time study.
  - d. UAFS will evaluate course/credits earned through Advance Placement (AP), College-Level Examination Program (CLEP), or other testing programs.
3. Although students are encouraged to complete an A.A.S. degree prior to transfer, UAFS will accept applications from all MSCC students. Course transfer will be evaluated on a course by course basis in accordance to the UAFS transfer policy.
  4. Students enrolled under this Agreement will be subject to all UAFS policies and procedures specified in the UAFS Undergraduate Academic Catalog and UAFS Student Handbook.

## **B. Operation of Degree Program**

1. UAFS academic programs offered for MSCC students will be under the supervision of the Provost and Vice Chancellor for Academic Affairs and the appropriate Dean. The maximum number of hours transferable to the BAS degree of this Agreement is 75 hours of 1000-2000 lower-level courses as designated on the degree plan; the number of upper-level transferable courses will vary by college and degree program. The Provost and Vice Chancellor for Academic Affairs and the appropriate Dean will review the degree program each year.
2. A representative of UAFS will be assigned to the BAS degree program with MSCC to represent UAFS and to provide advising and program information for UAFS BAS degree program as needed.
3. It is the intent of this Agreement that MSCC students complete all courses required for the AAS degree before entering into the UAFS BAS degree program.

4. MSCC students will follow the UAFS registration process as follows:
  - a. Only students who have been officially admitted to UAFS may enroll in courses offered by UAFS.
  - b. Once admitted to UAFS, students will be advised throughout their degree program by a UAFS advisor.
  - c. Registration for courses will be processed through the Web-registration system or with a UAFS advisor. Students may pay tuition and fees online by electronic check or credit card through My.UAFS. Students may also contact the UAFS Cashier's Office at 479-788-7060 to pay by credit card.
  - d. All student withdrawals and course additions will be processed through the UAFS Records Office and will adhere to UAFS policies. The UAFS Business Office will issue applicable refunds per UAFS policy.
5. Under this Agreement, financial arrangements for UAFS enrollment will be coordinated by UAFS.
  - a. Students enrolled in courses offered by UAFS will pay all tuition and fees set forth by the UA System Board of Trustees. MSCC students will pay border state tuition and fee charges. Border state students receive a discount so charges are the same as Arkansas in-state charges.
  - b. The UA System Board of Trustees may adjust tuition and fee charges from year to year, as it deems necessary.
  - c. The UAFS Business Office will manage all financial transactions related to this Agreement.
  - d. The UAFS Financial Aid Office will disburse financial aid for the semester in which the qualified student is concurrently enrolled at both institutions per the UAFS Consortium Agreement for Financial Aid. Financial aid will be disbursed to the student's account after the 11<sup>th</sup> class day. First-time loan borrowers will not receive a loan disbursement until after the 30-day waiting period. When financial aid is disbursed, UAFS will keep the amount owed to UAFS, and will send any remaining balance to the student. There is no guarantee that the student's financial aid will cover the balance at both institutions. It is the student's responsibility to make payment arrangements with MSCC as needed.
6. All required books and course supplies will be listed in UAFS course syllabi. Students may obtain books and supplies through the UAFS bookstore or through alternative sources.

7. MSCC will make library and computer resources available, as necessary, to students enrolled in a UAFS degree program through this Agreement.
8. Every effort will be made by MSCC to provide a location for the UAFS representative when on the MSCC campus to promote and work with students in the degree program.
9. UAFS will manage the proctoring of exams according to its established proctoring policies. In the event a student completing a degree through this agreement needs an exam proctored at MSCC, proctoring services will be provided free of charge. The UAFS faculty agrees to ensure that all proctored test information and materials are provided for the proctoring services in a timely manner.

### **C. Implementation of the Agreement**

1. UAFS and MSCC will review this agreement every three years.
2. Upon request, UAFS will provide MSCC reports on enrolled MSCC transfer students and their academic performance to the extent permitted by law.
3. UAFS and MSCC agree to assist each other in promoting this Agreement appropriately in their respective promotional materials, events, websites, and reports and through the sharing of mailing/email lists, consistent with the Family Educational Rights and Privacy Act.
4. This Agreement may be amended, as necessary, for specific program articulation without affecting the master agreement.
5. Should either institution decide to terminate this Agreement, it shall notify the other of the decision to terminate in writing. The written notice shall be sent at least 90 calendar days prior to the beginning of the upcoming semester to minimize any negative effects on students enrolled in the degree program. Any termination notice will include a completion plan for students enrolled and on-track, ensuring that they will be able to complete the degree plan then in effect. Send termination notice to the following:

For UAFS: Dr. Georgia Hale, Provost and Vice Chancellor for Academic Affairs  
University of Arkansas - Fort Smith, P. O. Box 3649, Fort Smith, AR 72913

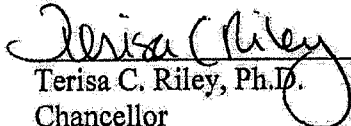
For MSCC: Ms. Melody Edmonds, Interim Vice President for Academic Affairs,  
Motlow State Community College, P.O. Box 8500, Lynchburg, TN 37352-8500.


**OFFICIAL SIGNATURES**

We agree to the above conditions and indicate by our signatures our commitment to provide quality academic programs for students in the MSCC Service Area.

Board of Trustees of the  
University of Arkansas acting for  
and on behalf of the  
University of Arkansas - Fort Smith

Motlow State Community College

 6/23/2020  
Terisa C. Riley, Ph.D. (Date)  
Chancellor  
University of Arkansas - Fort Smith

 6-23-2020  
Dr. Michael L. Torrence (Date)  
President  
Motlow State Community College

**Exhibit A**  
**Bachelor of Applied Science (BAS)**

Motlow State Community College (MSCC) students interested in earning a Bachelor of Applied Science (BAS) degree from the University of Arkansas – Fort Smith (UAFS) may complete the first two years (lower division coursework) of the bachelor degree requirements at MSCC by completing an Associate of Applied Science in a technical area at MSCC. Completed MSCC courses will be accepted by UAFS and applied to the BAS degree requirements according to the UAFS Undergraduate Academic Catalog. UAFS will offer the remaining BAS degree requirements through online courses. Per this Agreement, UAFS will transfer 75 hours of lower division coursework for the BAS.

**University of Arkansas - Fort Smith**  
**Bachelor of Applied Science (BAS)**  
**Articulation Agreement with Motlow State Community College**

Printed Name: \_\_\_\_\_  
Major Code: 4100, Catalog Year 2017-2018

IDN: \_\_\_\_\_

*The prerequisites and corequisites of the degree requirements are subject to change.*

The Bachelor of Applied Science (BAS) degree is an online degree completion program for students who have completed an Associate of Applied Science degree from MSCC. *[UAFS course numbers are italicized in brackets.]*

Hours	Courses	Notes	Grade
<b>Pre-Program Requirements:</b>			
6	English [ <i>English Composition requirement</i> ] ENGL 1010 English Composition I [ <i>ENGL 1203</i> ] ENGL 1020 English Composition II [ <i>ENGL 1213</i> ]	1	
3	Speech [ <i>Speech requirement</i> ] SPCH 1010 Fundamentals of Speech Communication [ <i>SPCH 1203</i> ]	1	
6	Mathematics [ <i>UAFS requires two math courses</i> ] MATH 1710 College Algebra/Pre-Calculus [ <i>MATH 1403</i> ] MATH 1530 Probability and Statistics [ <i>STAT2503</i> ] or a math course higher than College Algebra.	1	
8	Natural Science [ <i>Lab Science requirement</i> ] Select two lab sciences from the General Education Core Courses	1	
3	History/Government [ <i>History/Government requirement</i> ] <i>Select one course from the following:</i> HIST 2010 Survey of American History I [ <i>HIST 2753</i> ] HIST 2020 Survey of American History II [ <i>HIST 2763</i> ] POLS 1030 American Government [ <i>POLS 2753</i> ]		
6	Humanities and Fine Arts <i>Select one course from the following:</i> ART or MUSA from the General Education Courses [ <i>Fine Arts requirement</i> ] <i>Select one course from the following:</i> ENGL, or THEA from the General Education Courses [ <i>Humanities requirement</i> ]		
6	Social/Behavior Sciences [ <i>Social Sciences requirement</i> ] Select two courses from different areas from the General Education Courses	1	
37	Career Block will transfer to BAS	4	
<b>Total Hours 75</b> The maximum number of hours transferable to the Bachelor of Applied Science degree is 75			

semester hours of lower-level (1000-2000) courses.							
REQUIREMENTS AFTER ADMISSION INTO THE BACHELOR OF APPLIED SCIENCE PROGRAM							
JUNIOR YEAR - FALL SEMESTER: 12 hours				JUNIOR YEAR - SPRING SEMESTER: 12 hours			
Hours	Courses	Notes	Grade	Hours	Courses	Notes	Grade
3	LEAD 3133 Organization Ethics	2		3	PRFS 3533 Workplace and Environmental Safety	2	
3	PRFS 3143 Economic Analysis in the Workplace	2		3	PRFS 3833 Diversity in the Workplace	2	
3	RHET 3603 Writing for the Workplace	2		3	PRFS 4033 Consensus Building and Continuous Improvement	2	
3	Upper-level General Education Elective	3		3	Upper-level General Education Elective	3	
SENIOR YEAR - FALL SEMESTER: 12 hours				SENIOR YEAR - SPRING SEMESTER: 9 hours			
Hours	Courses	Notes	Grade	Hours	Courses	Notes	Grade
3	PRFS 4133 Project Management	2		3	PRFS 4633 Decision Making in Organizations	2	
3	PRFS 4433 Supervisory Total Quality Management	2		3	PRFS 4703 Production Planning and Scheduling	2	
6	Upper-level Technical Electives	2 & 3		3	Upper-level Technical Elective	2 & 3	
<b>Total Bachelor Hours: 120 At least 40 hours must be upper level.</b>							
<b>NOTES</b>							
1: General Education Core Requirements, see Graduation Requirements section of UAFS Undergraduate Academic Catalog OR follow the MSCC General Education Core requirements. Mathematics stipulation: mathematics-must take six hours of mathematics as listed above.							
2: These courses are used to determine major courses in residency, see Graduation Requirements section of the UAFS Catalog.							
3: Elective courses. Consult with advisor. Six hours of upper-level courses from general education areas and nine hours of upper-level technical courses are required.							
4: Career block, 37 hours: Approved AAS degree in an approved program from MSCC with 37 hours of technical-professional course work.							
Prior to graduation students must demonstrate competency in financial literacy by satisfactory completion of FIN 1521 Personal Finance Applications (or an approved substitution) with a grade of C or better, or by a score of 70% or more on a challenge exam for FIN 1521.							

**Student Degree Program Requirements**

A student's degree program requirements are those specified in the catalog in effect at the time of declaration of program major. Students must meet the above program requirements and the graduation requirements as indicated by institutional and college policy. The program can be changed only with the approval of the official advisor. If original courses are eliminated, students may be required to meet new curriculum requirements in the degree program. If students are not enrolled for two or more consecutive terms (excluding summer terms), they must reenter under the program requirements of the current catalog. Students are responsible for understanding program requirements and changes. This document is not official until signed and dated by both the student and an authorized university representative.

Student signature \_\_\_\_\_

Date \_\_\_\_\_

Advisor signature \_\_\_\_\_

Date \_\_\_\_\_

## **The University of Arkansas – Fort Smith Consortium Agreement for Financial Aid**

The University of Arkansas - Fort Smith Consortium Agreement is a written contract between University of Arkansas - Fort Smith (UAFS) (home school) and Motlow State Community College (MSCC) (host school) which enables students to apply for financial aid to take courses concurrently for the purpose of completing a baccalaureate degree. Under the Consortium Agreement, students may take courses at MSCC and have their financial aid count toward a degree at UAFS as identified through this Agreement.

UAFS is the school that will grant the student's baccalaureate degree. It is also the school that will process, award, and disburse financial aid. MSCC will be responsible for certifying the student's enrollment status and providing grade information upon completion of any concurrent enrollment term.

1. Students enrolling in both institutions and applying for financial aid must complete the attached University of Arkansas - Fort Smith Consortium Agreement. This form may be downloaded on the UAFS Financial Aid website at [www.admissions.uafs.edu/financial-aid/home](http://www.admissions.uafs.edu/financial-aid/home).
2. The University of Arkansas – Fort Smith's Consortium Agreement consists of four sections, which must be completed by the student, UAFS Academic Advisor, UAFS Financial Aid Office, and MSCC Financial Aid Office. Once the Consortium Agreement has been completed it must be returned to the UAFS Financial Aid Office for processing.
3. Under this Agreement, UAFS (home school) will be responsible for the following:
  - a. Will certify that the student listed has been accepted for enrollment in an academic program that meets the Title IV student financial aid eligibility requirements.
  - b. Responsible for processing the student's Title IV financial aid application and provide payment of Title IV funds (if eligible) for the consortium period.
  - c. Make available applicable student consumer information required under Title IV.
  - d. Will certify that the student is making satisfactory academic progress toward the completion of his/her degree at UAFS.
  - e. Will conduct Enrollment Reporting to the National Student Loan Data System.
  - f. Will calculate returns of Title IV funds, when appropriate.
  - g. Will maintain Title IV recordkeeping and reporting requirements.
4. Under this Agreement, MSCC (host school) will be responsible for the following:
  - a. Will make available applicable student consumer information required under Title IV.
  - b. Will provide UAFS with documentation of the student's enrollment at the Host School each semester.
  - c. Agrees to notify UAFS if the student fails to enroll in, or withdraws from, MSCC (to include the withdrawal date and other relevant information).
  - d. Will provide UAFS with the student's MSCC academic transcript upon completion of the consortium period.
5. UAFS Financial Aid Office will disburse aid to the student's account after the 11<sup>th</sup> class day. First-time loan borrowers will not receive a loan disbursement until after the 30-day waiting period. When aid is disbursed, UAFS will keep the amount owed to UAFS, and will send the remaining balance to the student. There is no guarantee that the



- student's financial aid will cover the balance at both institutions. It is the student's responsibility to make payment arrangements with MSCC as needed.
6. Enrollment status will be calculated on combined enrollment hours from UAFS and MSCC. All hours will be semester credit hours.
  7. The student's Cost of Attendance will include tuition, fees, supplies, room and board and other allowable charges incurred for specific intended terms of enrollment at each institution.
  8. Tuition and fees are charged by each institution, based on each institution's separate distinct tuition and fee policy.

For questions regarding the University of Arkansas - Fort Smith Consortium Agreement, contact the UAFS Financial Aid Office at 479-788-7090. Fax number is 479-424-6095.

See below a sample of the University of Arkansas - Fort Smith Consortium Agreement for Financial Aid that the student must complete and return to UAFS Financial Aid Office. Students may download this form from the Financial Aid website at <http://admissions.uafs.edu/financial-aid/financial-aid-forms>.

## UNIVERSITY OF ARKANSAS - FORT SMITH CONSORTIUM AGREEMENT FOR FINANCIAL AID

BETWEEN

<b>University of Arkansas - Fort Smith</b>
--

(Home School)

<b>Motlow State Community College</b>
---------------------------------------

(Host School)

The Home School and the Host School listed above are hereby entering into a consortium agreement.

Section I – To be completed by the student (Please type or print)	
Name:	UAFS I.D.:
Telephone Number: (    )    -	
Name of Host School's Financial Aid Contact:	Fax Number for Financial Aid Contact:
Current Permanent Address:	Email Address for Financial Aid Contact:
Consortium Period: <b>(Must be completed for each term prior to Studying Away)</b> <input type="checkbox"/> Fall 2017 <input type="checkbox"/> Spring 2018 <input type="checkbox"/> Summer 2018	
<b>Under this agreement, the student will:</b> <ol style="list-style-type: none"> <li>1. Be enrolled in a degree program at University of Arkansas - Fort Smith.</li> <li>2. Maintain satisfactory academic progress.</li> <li>3. Take courses at the Host School which are transferable to his/ her University of Arkansas - Fort Smith degree, as certified by his/her University of Arkansas - Fort Smith Academic advisor.</li> <li>4. Notify University of Arkansas - Fort Smith Financial Aid Office if he/ she does not begin attendance in the courses listed in section II of this agreement.</li> <li>5. Immediately inform University of Arkansas - Fort Smith and Host School of any change in enrollment status, including withdrawing from all courses or substitution of approved courses.</li> </ol>	

- 6. Ensure that the Host School provides University of Arkansas - Fort Smith with an academic transcript upon completion of the consortium period.
- 7. File a FAFSA and complete the required financial aid process prior to all applicable deadlines.
- 8. Pay tuition, fees, and other expenses as charged by University of Arkansas - Fort Smith and/or Host School.

Student's Signature:

Date:

**Section II – To be completed by University of Arkansas - Fort Smith Academic Advisor (UAFS Advisor should forward Form to UAES Financial Aid Office)**

Number of credit hours the student is taking at the Host School:

Student's enrollment status while at the Host School:  Full-time  Three-quarter time  Half-time  Less than half-time

List the individual course(s) and credits the student is (will be) taking at the Host School which are applicable to his/her academic program at University of Arkansas - Fort Smith:

Course	Credits
_____	-
_____	-
_____	-

**Under this agreement, University of Arkansas - Fort Smith:**

- 1. Certifies that the student is enrolled in a degree program at University of Arkansas - Fort Smith.
- 2. Agrees to accept the course work listed above toward the completion of the student's degree requirements.

Advisor's Signature and Date:

Printed Name:

Department:

Telephone:

**Section III – To be completed by University of Arkansas - Fort Smith Financial Aid Office**

**Under this agreement University of Arkansas - Fort Smith:**

- 1. Agrees to process the student's Title IV financial aid application and provide payment of Title IV funds (if eligible) for the consortium period.
- 2. Will make available applicable student consumer information required under Title IV.
- 3. Certifies that the student is making satisfactory academic progress toward the completion of his/her degree at University of Arkansas - Fort Smith
- 4. Will conduct Enrollment Reporting to the National Student Loan Data System (NSLDS).
- 5. Will calculate returns of Title IV funds, when appropriate.
- 6. Will maintain Title IV recordkeeping and reporting requirements.

University of Arkansas - Fort Smith Financial Aid Officer's Signature:

Printed Name:

Date:

E-mail Address:

Telephone:

**Section IV – To be completed by the Host School financial aid office**

Will the student receive financial aid at your institution?  Yes  No

Type & amount of aid from Host School: \_\_\_\_\_ \$ \_\_\_\_\_  
 \_\_\_\_\_ \$ \_\_\_\_\_  
 \_\_\_\_\_ \$ \_\_\_\_\_

Enrollment period dates: From: \_\_\_\_\_ to: \_\_\_\_\_

Number of credits student is enrolled for:

Student's enrollment status:				<input type="checkbox"/> Full-time	<input type="checkbox"/> Three-quarter time	<input type="checkbox"/> Half-time	<input type="checkbox"/> Less than half-time
Tuition & fees:	\$		Room & board:	\$			
Books & supplies:	\$		Transportation:	\$			
Misc. personal expenses:	\$		Other (specify):	\$			
<b>Under this agreement, the Host School:</b>							
1. Certifies that the student listed has been accepted for enrollment in an academic program that meets the Title IV student financial aid eligibility requirements.							
2. Will make available applicable student consumer information required under Title IV.							
3. Will provide UAFS with documentation of the student's enrollment at the Host School.							
4. Agrees to notify UAFS if the student fails to enroll in, or withdraws from, the Host School (to include the withdrawal date and other relevant information).							
5. Will provide UAFS with a Host School academic transcript upon completion of the consortium period.							
Host School Financial Aid Officer's Signature:							
Printed Name:				Title:			
E-mail Address:				Date:			
				Telephone:			
<b>Return this completed form to:</b> University of Arkansas - Fort Smith Financial Aid 5210 Grand Avenue, PO Box 3469 Fort Smith, AR 72913-3649 FAX: (479) 788-7095				<b>Comments:</b>			