Articulation Agreement

Between

SUNY Cortland

and

Herkimer County Community College

B.A. or B.S. in Human Service Studies
and
A.A.S. Degree in Human Services

I. General Statement of Purpose:

This document establishes a formal transfer agreement between SUNY Cortland's Bachelor of Arts or Bachelor of Science in Human Service Studies program and Herkimer County Community College's Associate of Applied Science Degree in Human Services program.

II. Objectives:

A. This program is designed to create a seamless transfer process for students from Herkimer County Community College into SUNY Cortland

B. To attract highly qualified students to both colleges.

III. Eligibility/Admissions Requirements:

A. Herkimer County Community College students must complete an Associate of Applied Science degree in Human Services and General Studies Education before entrance into SUNY Cortland's Human Service Studies program.

B. Herkimer County Community College students must meet the academic requirements for admission including specific coursework as outlined in the attached proposal.

C. Herkimer County Community College students must complete a minimum of seven of the ten General Education Requirements. (The curricula outlined will satisfy at least 6 SUNY General Education Requirements.)
D. Herkimer County Community College students must complete the application process of SUNY Cortland.

IV. Benefits/Advantages:

A. Junior status for degree and financial aid purposes.

B. Guidelines for completion of program at SUNY Cortland and direct contact for advisement promote an easier transition for qualified students.

C. Students receive waiver of the Cortland General Education Requirements (not SUNY GE Requirements).

D. Herkimer County Community College students are able to participate in internships and study abroad programs.

E. Herkimer County Community College students are eligible for transfer scholarships.

V. Terms of Agreement:

A. Admission consideration: A minimum overall grade point average of 2.5 is required for consideration of admission to SUNY Cortland. It must be noted, however, that program admissions standards may be significantly higher.

B. The maximum number of credits that can be applied toward the Cortland degree is 64.

C. Herkimer County Community College students agree to provide a final transcript with their degree stated.

D. This articulation agreement will be maintained on an annual basis through contact between department chairpersons, program coordinators or designated faculty members.

E. Each institution will be responsible for making this agreement viable and workable for interested students.

F. Each institution may engage in publication and marketing of this agreement.

G. SUNY Cortland and Herkimer County Community College agree that future changes in the SUNY Cortland Human Service Studies program will create necessary commensurate changes in this
H. Half of the credits in the major(s) and concentration and a minimum of 45 hours of course work must be completed in residency at Cortland.

I. The Herkimer County Community College transfer student will complete at least 4 semesters of course work at SUNY Cortland. Additional time may be needed depending on the concentration and/or dual major and foreign language requirements.

VI. Effective Date, Duration, Revisions:

A. The duration of this agreement is for three years beginning January 1, 2007 through August 31, 2010 with a re-evaluation each year before July 31st of each year.

B. Minor changes to the programs will be carried out by the Human Service Studies chairs designated as contact persons or their designees. Major changes, that is, changes to the conditions for the agreement will be communicated to all parties, and the agreement will be amended to reflect these changes.
VII. Signatures

Dr. Erik J. Bitterbaum 1/19/07
President
SUNY Cortland

Dr. Ronald F. Williams 5/4/07
President
Herkimer County Community College

Dr. Elizabeth Davis-Russell 1/17/07
Provost and Vice President for
Academic Affairs
SUNY Cortland

Dr. Robert Moschgat 1/17/07
Associate Dean of Academic Affairs/Social
Science
Herkimer County Community College

Dr. Roy H. Olsson, Jr. 1/17/07
Dean, Professional Studies
SUNY Cortland

Ms. Katherine Schwabach 5/1/07
Counselor-Transfer Services
Herkimer County Community College

Dr. Bonni C. Hodges 12-15-06
Professor and Chair, Health Department
SUNY Cortland