

**COMPREHENSIVE TRANSFER ARTICULATION AGREEMENT
(With option to include a Bachelor's to Master's agreement)**

Westchester Community College, SUNY

**75 Grasslands Road
Valhalla, NY 10595**

and

Manhattan College

**4513 Manhattan College Pkwy
Bronx, NY 10471**

I. PURPOSE

Westchester Community College (WCC), a community college in Westchester County, New York and Manhattan College, an institution in Riverdale, New York, agree to articulate the programs outlined in Section II and Appendices A and B in this document to ensure a smooth transfer process for Westchester Community College graduates.

The purpose of this Articulation Agreement (the “Agreement”) is to establish collaboration between Westchester Community College and Manhattan College, to promote degree completion and facilitate the transfer process. This Agreement provides assurance that students will matriculate into Manhattan College with junior standing. The following general principles guide the operation of this Agreement:

II. ADMISSIONS

This agreement applies to those students who have followed the Westchester Community College fall 2019 undergraduate catalog requirements, or thereafter. Any pre-existing agreements with Manhattan College will continue to apply to students following Westchester Community College undergraduate catalog requirements prior to those in the fall 2019 catalog.

This agreement only applies to students who have successfully met graduation requirements prior to enrollment at Manhattan College (except as otherwise stated in Section IX- Reverse Transfer).

This agreement applies to graduates of all Westchester Community College programs who wish to transfer into any of the majors in the School of Liberal Arts at Manhattan College (details in Appendix A, attached). Additionally, this agreement applies to graduates of all Westchester Community College programs for which a Manhattan College program has been identified in Appendix B (attached). Students from any of these programs will be accepted to Manhattan College based on the following conditions:

III. GUARANTEED ACCEPTANCE

Unless otherwise specified in program-to-program equivalencies in Appendix B for a particular major, WCC graduates with a **2.5 GPA** or better WCC cumulative grade point average will be **guaranteed transfer** admission to Manhattan College and will transfer with junior standing at the Manhattan College.

IV. ACCEPTANCE OF CREDITS

Unless otherwise specified in program-to-program equivalencies in Appendix B for a particular major, a minimum of 60 credits from the associate degree will be applied toward the completion of the articulated bachelor’s degree program for each Manhattan College major to which this agreement applies.

A maximum of **60** credits will be applied toward the completion of the articulated bachelor’s degree program.

Students will receive a transfer credit evaluation at the time of admission, following Manhattan College's transfer credit policies, except that passing grades below C will be accepted for WCC graduates. Minimum grade requirements for specific courses in specific programs will remain intact: such courses for which the graduate did not achieve the minimum grade for the program will receive credit for the course, but it may not be applied to the program requirement for that course, but may be counted as an elective.

V. REMAINING CREDITS AT RECEIVING INSTITUTION

Students who attend Manhattan College under this agreement will be required to fulfill Manhattan College's bachelor's degree requirements that are in effect the semester/year they matriculate, not to exceed the number of remaining credits for programs outlined in Appendix B.

VI. GENERAL EDUCATION CREDITS

Student who complete the A.A. or A.S. degree at WCC will have fulfilled and completed the majority of the lower level general education/core requirements in the School of Liberal Arts, except as indicated in Appendix A. Students transferring into majors outside of the School of Liberal Arts will have fulfilled most lower level general education/core requirements, with the exception of religious studies core requirements at Manhattan College. This applies to all accepted students regardless of whether a program-to-program equivalency exists.

Students with an A.A.S. degree may have additional lower-level general education/core requirements at Manhattan College.

VII. SCHOLARSHIPS

Manhattan College offers robust, institutional merit-based aid in an effort to encourage Westchester Community College students to earn their associate degree credentials, facilitate transfer to the four-year institution, and support completion of the bachelor's degree at Manhattan College. These aid/scholarships will also serve as marketing/recruitment tools for the Manhattan College.

Institutional merit-based scholarships will have the following criteria:

- Students must earn a minimum GPA of 3.0
- Students **MUST** graduate with an associate's degree from Westchester Community College
- Students must register at the Manhattan College as full-time, matriculated students
- The scholarships will be renewable, as long as students meet the following minimum requirements:
 - Maintain a cumulative GPA of 3.0
 - Maintain full-time matriculated status
 - Maintain satisfactory academic progress towards a degree at the Manhattan College.

In addition to the above, Manhattan College also offers a limited number of Phi Theta Kappa (PTK) scholarships. For a full list of Manhattan College merit-based scholarships, please visit [webpage](#).

VIII. PROMOTION/OUTREACH

WCC and Manhattan College agree to publicize this Agreement via, but not limited to print and electronic marketing materials and communications. WCC and Manhattan College agree to collaborate to ensure successful transfer initiatives.

WCC and Manhattan College grant a reciprocal license for each to use the name and/or logo of the other educational institution for the purpose of promotion and advertisement of this specific agreement, addressing graduates of Westchester Community College, thus promoting their associate degree completion. Neither party is authorized to use the other's name and/or logo for any purpose other than stated herein. Advertisement will be disseminated only after consultation between the parties. WCC and Manhattan College will communicate their marketing and promotion plan to each other to avoid duplication and to make effective use of promotion resources.

IX. REVERSE TRANSFER

This transfer articulation agreement will be honored in the event students from WCC transfer to Manhattan College prior to completion of their WCC associate's degree, and subsequently obtain their associate's degree through WCC's reverse transfer process.

Manhattan College will work collaboratively with WCC to communicate with students who have transferred from WCC prior to associate's degree completion, so that the reverse transfer process can be activated.

X. TERM/MONITOR/REVIEW

- A. The initial term of this agreement shall be four years from the date of the signatures, with three (3) automatic renewals of two years each.
- B. The agreement may be amended or renewed by mutual agreement and will be formalized via revision of this agreement.
- C. Manhattan College will provide WCC annually with statistics regarding transfer students from WCC. Data requested includes: number of applications, enrollments, transfer credits, majors, GPAs, financial aid awarded outside of state/federal aid, and completion statistics.
- D. WCC and Manhattan College agree to communicate program changes in a timely manner to avoid disruption of student progress toward degree completion.

XI. TERMINATION

The Agreement may be terminated by either party for due cause and after written notification with a minimum of 90 days' notice. Termination of the Agreement will not adversely affect any students currently enrolled at, or accepted to, Manhattan College at the time of termination.

XII. APPENDICES

As part of this agreement, the following have been included:

Appendix A: School of Liberal Arts Transfer Core

Appendix B: Program-to-Program Table, including links to program-specific advising materials.