**Instructions:**

1. In the spring semester, the department chair should work with their colleagues at the partner institution to establish the coursework for the articulation agreement.
2. Articulation agreements will be established only with regionally accredited institutions.
3. Before the articulation agreement is signed by either institution, please have the agreement reviewed by:
* Registrar’s Office \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (date reviewed)
* CORE 39 Director \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (date reviewed)
* Provost Office \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (date reviewed)
1. The Department Chair is responsible for obtaining signatures from the dean, Provost, and partner institution.
2. Two copies of the agreement will be signed with each institution retaining a signed copy for their records.
3. All articulation agreements will become effective in the fall semester following approval by both institutions.
4. The completed articulation agreement will be posted on USI’s website at [www.usi.edu/articulation-agreements](http://www.usi.edu/articulation-agreements).
5. The original document will be on file in the Provost’s Office, with copies sent to the Registrar’s Office, Dean’s Office, and the program department.
6. Department chairs should review existing articulation agreements in the spring semester prior to review date of existing articulation agreements.

**2+2 Articulation Agreement**

**between**

**THE UNIVERSITY OF SOUTHERN INDIANA**

**and**

**Partner Institution**

**Statement of Intent:** The purpose of this agreement is to facilitate the transfer of graduates of the [Partner Institution] who earn associate degrees in [program name] to the appropriate baccalaureate programs at the University of Southern Indiana (USI).

**Principles Upon Which Articulation is Based:** This agreement, which encompasses the degree granting institutions of the [Partner Institution] and the University of Southern Indiana, provides a written record of a continuing relationship centered on a mutually beneficial commitment to serving students.

This agreement confirms that all the eligible credit hours earned by students who complete graduation requirements for the [Program Name] at the [Partner Institution] will be accepted into and serve to fulfill all lower division requirements for the [Program Name] at the University of Southern Indiana. Thus, students who graduate having completed all degree requirements in the [Program Name] at [Partner Institution] will be eligible for full junior level standing in the [Program Name] at the University of Southern Indiana.

Students transferring with an A.S. or A.A. degree from [Partner Institution] into the University of Southern Indiana are subject to the same admission and academic policies as other applicants to the University of Southern Indiana. Transfer students are also subject to specific baccalaureate degree program admission requirements. Completion of the A.S. or A.A. degree does not guarantee admission to a program that has a separate application process.

Students who have transferred into the University of Southern Indiana must meet all university and program graduation requirements, including the completion of the university’s general education program (CORE 39), minimum residence, grade point average and upper division course requirements.

Both institutions reserve the right to change their curriculum and agree to inform the other institution’s administration and program faculty of such changes as they relate to the conditions of this agreement. Such changes may require an update to the articulation agreement.

All agreements will be reviewed, updated and re-signed three years from the effective date of the agreements.

Effective Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Review Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**On Behalf of the University of Southern Indiana: On Behalf of [Partner Institution]:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Department Chair Date Department Chair Date

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Academic Dean Date Academic Dean Date

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Provost Date Chief Academic Officer Date

**COURSE CHECKSHEET: [A.S./A.A. Degree Program] from [Partner Institution] TO [B.S./B.A. Degree Program] AT USI**

**[Partner Institution] COURSE REQUIREMENTS: USI COURSE EQUIVALENTS:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Course Number** | **Course Title** | **Credit Hours** | **Course Number** | **Course Title** | **Credit Hours** | **Minimum Grade\*** |
| **Discipline Requirements** |
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| **General Education Requirements** |
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| **TOTAL CREDIT HOURS** |  | **TOTAL CREDIT HOURS** |  |  |

\*Some programs may require a minimum grade in specific courses. Please list the minimum grade requirement when applicable.

To graduate with a baccalaureate degree, a student must earn a total of 120 credit hours with at least 39 credit hours at the 300- and 400-level and 30 credit hours taken at USI. Students must have a minimum cumulative USI grade point average of 2.000. Some programs require a higher cumulative grade point average requirement.

**Notes:** Departments may add additional program specific requirements in this section.

**2-Year Academic Plan:** Please attach a two-year academic plan.