



Articulation Agreement

Burlington College

And

Herkimer County Community College

Herkimer County Community College and Burlington College, in recognition of the valuable educational programs offered by each, enter into a transfer agreement beginning in October, 2012.

Objectives

The Objectives of this agreement are as follows:

1. To promote the recruitment of qualified transfer students into Burlington College.
2. To award credit for courses completed at Herkimer County Community College, which meet the terms set below, for application toward the general education requirements for a Bachelor's Degree or Bachelors of Fine Arts Degree at Burlington College.
3. To provide information and guidelines for those students seeking transfer from Herkimer County Community College to Burlington College which will give them a clear understanding of how Herkimer County Community College credits will be received and what educational requirements will be expected—both at Herkimer County Community College and Burlington College.
4. To recognize transfer from Herkimer County Community College to Burlington as a pathway to quality education for students interested in earning a Bachelor's or Bachelor's of Fine Arts Degree.

Terms of the Agreement

1. Burlington College assures acceptance for Herkimer County Community College students who have graduated an Associates Degree in General Studies or Liberal Studies and have earned a final grade point average of 3.0 or better. Students who have not earned the A.A. or A.S. degree, or who have less than a 3.0 cumulative average, may still apply to Burlington College but without assured acceptance. Burlington College requires that 120 credits be completed to earn one of our Baccalaureate degrees. Herkimer County Community College graduates will receive degree credit at Burlington College for a maximum of 60 credit hours for Herkimer County Community College courses completed with a grade of C or better. Courses judged by Burlington College to be below the college level, or not in keeping with the curriculum of Burlington College, will not be accepted for degree credit. Should this arise, we will share that information with you.
2. It is understood that degree requirements differ between Herkimer County Community College and Burlington College, and that some students may require additional introductory level course work in addition to Junior/Senior course work to satisfy Bachelor's Degree requirements.
3. Herkimer County Community College transfer students will be subject to all general education and other requirements of Burlington College as set forth in the Burlington College catalog. The identical rights and privileges will be extended to transfer students and are extended to non-transfer students.

4. Graduates will transfer in as a juniors with just two years left to complete their Bachelor's Degree or Bachelor of Fine Arts degree at Burlington College.

Mutual Responsibilities

1. Herkimer County Community College will designate their liaison person. The liaison person for Burlington College will be the Academic Dean or designee. Both institutions agree to maintain current catalogs, course listings and course equivalencies to enable students to plan their academic programs effectively. The liaison persons from both institutions will confer on curricular or programmatic changes that might affect the transfer of Herkimer County Community College students to Burlington College.
2. Herkimer County Community College will be encouraged to contact the Burlington College Admissions Office (802-923-2105) as early as possible when considering transfer to Burlington College. Herkimer County Community College will provide assistance in understanding the application requirements stated in the Burlington College catalog and offer appropriate guidance for those students who identify themselves as potential transfer students.
3. Herkimer County Community College transfer students will be eligible for the same financial aid, advising, tutoring and support services at Burlington College as other entering students.
4. Herkimer County Community College and Burlington College will pursue reasonable and concerted communication to ensure continuity of support services for those students who require and/or desire such services.
5. Both Burlington College and Herkimer County Community College will encourage participation in this program by fostering dialogue between advisors, financial aid officers, administrators and faculty in a variety of ways, including but not limited to: orientations, informational meetings, and other collaborative ventures which ease the transfer process for students.

Review and Revision Process

Review of the contents or implementation of this agreement will occur whenever requested by either institution through the designated liaisons. Substantive changes in courses or programming at either institution will evoke a review. Review of this agreement must be mutually agreed upon.

This agreement is expected by both institutions to continue in force indefinitely, but may be terminated in good faith by either party with one year's prior written notice. Please sign and return.

Burlington College Approval:

By: _____

(Signature)

Date: 10-17-12

Herkimer County Community College Approval:

By: Ann Marie Murray

(Signature)

Date: 10/26/12

Dr. Stephen St. Onge, Dean and Vice President

Ann Marie Murray, Ph.D.
President