

ARTICULATION AGREEMENT

CAMBRIA-ROWE BUSINESS COLLEGE AND SAINT FRANCIS UNIVERSITY

Cambria Rowe Business College (CRBC) and Saint Francis University (SFU) hereby establish this transfer articulation agreement for the transfer of Cambria Rowe Business College students to Saint Francis University.

Recognizing the missions and goals of both institutions include serving the educational and workforce needs of the Laurel Highlands region of Western Pennsylvania, the high quality of both institutions, the growth of the business college movement throughout the state and in our region, and the need to provide multiple paths to the baccalaureate degree for both traditional-aged and returning adult students, this agreement allows for seamless transition for students from CRBC to SFU and guarantees admittance and transfer scholarships to SFU provided performance standards are met at CRBC.

The primary purpose of this agreement is to enhance the transferability between the associate degree programs at CRBC into the baccalaureate degree programs at SFU. This will be accomplished in part by having faculty and administration of both institutions more aware of programs at the other institution, thus providing better advising and planning for the students interested in this academic path. The goal is to help students find a path to a college education that is readily apparent, time sensitive, easily understandable, logistically organized, and financially responsible.

Upon approval of this agreement, CRBC and SFU will identify and develop articulated programs to allow for seamless transfer from associate to baccalaureate programs.

PRINCIPLES OF AGREEMENT

1. CRBC students are eligible to transfer into SFU regular undergraduate programs by contacting the Office of Admissions (814-472-3100 or admissions@francis.edu), or into the adult student undergraduate programs offered by the Office of Adult Degree & Continuing Studies (814-472-3012 or oce@francis.edu).
2. CRBC students are encouraged to apply for transfer admission to SFU as early as one year before they would begin courses. CRBC students who declare the intent to transfer to Saint Francis University will receive SFU academic and career advising from that point on. They will be guaranteed acceptance into SFU and have their application fee waived if they have earned a cumulative grade-point-average of at least 2.500; CRBC students with a lower grade-point-average will be considered for acceptance on an individual basis.
3. CRBC students applying for regular undergraduate programs who have earned at least a 3.000 cumulative grade-point-average will be guaranteed a transfer academic scholarship. The transfer scholarships range from \$2,500 - \$7,000 in the 2009-2010 academic year and are renewable until completion of baccalaureate degree. CRBC students with a lower grade-point-average will be considered for transfer academic scholarships on an individual basis. All CRBC transfer students applying for regular undergraduate programs who file a Free Application for Federal Student Aid (FAFSA) will also be eligible for SFU need-based grants, and all federal and state financial aid programs. CRBC students applying into the adult learner programs offered through the Office of Adult Degree & Continuing Studies are also eligible for federal and state financial aid. The SFU Financial Aid Office (814-472-3010 or finaid@francis.edu) will assist CRBC transfer students in affording a SFU degree.
4. The maximum number of transfer credits from CRBC to SFU is 64 semester credits into most programs; a minimum of 128 credits are required for a baccalaureate degree at SFU and at least 64 must be completed at SFU. However, for adult students transferring into the degree completion programs administered through the SFU Office of Adult Degree & Continuing Studies, a maximum of 92 credits may be transferred in, provided other program requirements are met. In either case, students seeking a bachelor's degree at SFU must complete the last 30 credits at SFU. And, for all transfer courses, students must have earned at least a C grade at the CRBC for a course to be considered for transfer to SFU. CRBC employs quarter credits and the conversion to semester credits is three (3) quarter hours is equal to two (2) semester hours. Attached is a conversion chart to be used in computing the number of corresponding credits.
5. The determination of major program requirements for a baccalaureate degree will be the responsibility of SFU. Transfer students will be held responsible for the requirements of a major, as well as general education requirements and other academic policies and procedures, as published in the Saint Francis University catalog at the time they enroll at the University. If students change majors, they are responsible for the requirements of the major as published in the SFU catalog during the year in which they changed the major.
6. Any statute of limitations on the acceptance of CRBC transfer credit towards general education and major requirements will be consistent with the statute of limitations for all SFU

students. Credits accepted in transfer from CRBC will not be used by SFU in the computation of the student's grade-point-average or the awarding of academic honors.

7. CRBC students who transfer to SFU will be treated the same as other SFU students of equal class standing when applying for financial aid, applying for specific majors, registering for classes, participating in orientation activities, applying for campus housing, and completing all other processes.

8. CRBC students will be eligible for graduation honors on the same basis as all SFU students. Students completing at least 64 credits completed at SFU will be eligible for graduation with Latin honors, depending on the cumulative grade point average; students with less than 64 credits but at least 48 credits will be eligible to graduate with Honors in Adult Degree & Continuing Studies; and students with less than 48 credits completed at SFU will not be eligible for graduation with honors.

9. It is the responsibility of the CRBC student to first seek the advice of a CRBC academic advisor if he/she intends to transfer to SFU. Ideally, this discussion will take place at the beginning of the student's academic career at CRBC so that they can schedule CRBC courses that maximize the transferability of credits from a CRBC program to a SFU program. It is also the student's responsibility to obtain, and submit a SFU application for admission, and to submit an official CRBC transcript to SFU. The student will give the completed application to the CRBC transfer counselor, who will endorse the application, and it will be processed by SFU.

10. Once CRBC students indicate their intention to attend SFU (by paying their tuition deposit in the regular undergraduate programs and by applying or enrolling in a program through the Office of Adult Degree & Continuing Studies), they will receive an identification card that enables them to participate in all activities on the SFU campus, including access to the library and campus events like all SFU students.

11. Both CRBC and SFU will publicize and promote this agreement to potential and current students, faculty, staff, alumni, and the general public. CRBC will invite SFU Admissions Office and Office of Adult Degree & Continuing Studies to any transfer advising sessions, career days, or open houses; and will provide SFU transfer admissions materials to students requesting such information. CRBC will announce to its current students and to its alumni when SFU is holding open houses for possible transfer students.

12. Each institution will designate an official who will be responsible for all aspects of the articulation program at that institution. SFU will periodically update the evaluation of CRBC catalog courses when deemed necessary by both institutions. SFU will provide CRBC with an annual report of the number of students who transferred to SFU from CRBC, and their persistence as a group.

13. CRBC and SFU will review this agreement every two years to make any necessary adjustments. Either institution may terminate this agreement after providing written notification at least one year in advance of the effective date of termination. It is understood that such

changes will not adversely impact students already covered under the provisions of the existing agreement.

14. Ninety (90) quarter credits possible to transfer in Saint Francis University degree program from Cambria-Rowe Business College. These ninety (90) credits would be equivalent to sixty (60) semester credits at Saint Francis University.


15. Students transferring from the Cambria-Rowe Business College enrolling in the non degree completion majors will be required to complete a minimum of half of the credits in their particular major and the Common Business core at Saint Francis University.

Cambria-Rowe Business College and Saint Francis University hereby authorize this articulation agreement effective Friday, September 14, 2012.

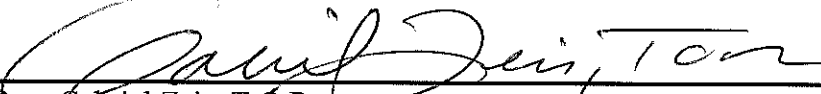
SIGNATURES

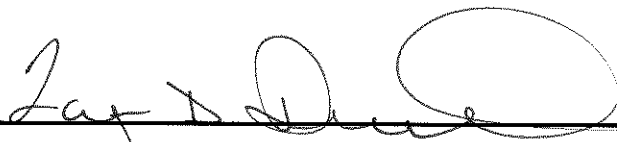
CAMBRIA- ROWE BUSINESS COLLEGE


_____ 10/4/12
Date


_____ 10/5/12
Date

SAINT FRANCIS UNIVERSITY


_____ 10/5/12
Rev. Gabriel Zeis, T.O.R.
President Date


_____ 10.22.12
Dr. Wayne Powell
Provost Date