

TRANSFER STUDENT ARTICULATION AGREEMENT

BETWEEN

SAINT FRANCIS UNIVERSITY

AND

PITTSBURGH TECHNICAL INSTITUTE

Prepared by

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ARTICULATION AGREEMENT

SAINT FRANCIS UNIVERSITY AND PITTSBURGH TECHNICAL INSTITUTE

Pittsburgh Technical Institute (PTI) and Saint Francis University (SFU) hereby establish this transfer articulation agreement for the transfer of PTI students and alumni to SFU.

Recognizing that the missions and goals of both institutions include serving the educational and workforce needs of the West/Central 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 PTI to SFU and guarantees admittance and transfer scholarships to SFU provided performance standards are met at PTI.

The primary purpose of this agreement is to enhance the transferability between the associate degree programs at PTI 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, and 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, PTI and SFU will identify and develop articulated programs to allow for seamless transfer from associate to baccalaureate programs through ADCS including Accounting (in class and online), Behavioral Science (online only), Computer Systems Management (online only), Health care Management (online only), Health Studies (online only), Management (online only or in class), and Organizational Leadership (online only).

PRINCIPLES OF AGREEMENT

1. Pittsburgh Technical Institute (PTI) students are eligible to transfer into Saint Francis University (SFU) traditional day-time traditional undergraduate programs by contacting the Office of Admissions (814-472-3100 or admissions@francis.edu), or into the adult student undergraduate programs including online, Saturday and evening programs offered by the Office of Adult Degree & Continuing Studies (ADCS) at 814-472-3012 or oce@francis.edu. The scope of this agreement allows admission to both divisions, and features more information about ADCS programs since they naturally align better with PTI programs.
2. PTI students are encouraged to apply for transfer admission to SFU as early as one year before they would begin courses. PTI students who declare the intent to transfer to Saint Francis University will receive SFU academic and career advising from that point on. PTI students will be guaranteed acceptance with a 2.0 grade point average into the ADCS program at SFU as long as all other admissions criteria are met. ADCS has no application fee.
3. The tuition for the Adult Degree & Continuing Studies program is discounted at a lower rate (50% reduction) for adult degree students either online or in class as compared to the tuition rate for traditional, day-time students. There are no additional health, student service or technology fees included in the ADCS program except for lab fees if in the Health Studies program. In addition, all PTI transfer students applying to SFU 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 if they take 6 or more credits in a semester through SFU. The SFU Financial Aid Office (814-472-3010 or finaid@francis.edu) will assist PTI transfer students in affording an SFU degree. Tuition deferment is available for those working and have tuition reimbursement benefits.
4. The maximum number of transfer credits from PTI to SFU will be evaluated course by course and transferred in to maximize the student's degree options. PTI associate's degree holders will typically transfer in anywhere from 60 to 64 credits depending upon their grades and total credits completed. The ADCS degree completion programs allow up to 98 transfer credits, so PTI students may transfer in PTI credits in addition to other acceptable credits (CLEP, AP, military, other accredited institutions). A minimum of 128 credits are required for a baccalaureate degree at SFU and the last 30 must be completed at SFU. However, the accounting and management degrees through the Adult Degree program allow 64 credits of transfer leaving 64 credits to complete through SFU. In either case, students seeking a bachelor's degree at SFU must complete the last 30 credits through SFU. And, for all transfer courses, students must have earned at least a C grade at PTI for a course to be considered for transfer to SFU. PTI employs quarter credits and the conversion to semester credits is three (3) quarter hours is equal to two (2) semester hours. For example, ninety (90) quarter credits would be equivalent to sixty (60) semester credits at Saint Francis University. 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 transfer credit from PTI or other institutions toward general education and major requirements will be consistent with the statute of limitations for all SFU students. Credits accepted in transfer from PTI or other institutions will not be used by SFU in the computation of the student's grade-point-average or the awarding of academic honors.

7. PTI 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, and completing all other processes.

8. PTI students will be eligible for graduation honors on the same basis as all SFU students. Students completing at least 64 credits 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 PTI student to first seek the advice of a PTI 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 PTI so that they can schedule PTI courses that maximize the transferability of credits from a PTI program to an SFU program. It is also the student's responsibility to obtain, and submit an SFU application for admission, and to submit an official PTI transcript to SFU. All applications for admissions are now online. Students will complete the Adult Degree & Continuing Studies online application located on the main SFU website (www.francis.edu/adcs). There is no application fee.

10. Once PTI students indicate their intention to attend SFU (by applying and enrolling in a program through the Office of Adult Degree & Continuing Studies with no deposit required), they will receive an orientation and personal advising. Distance education students will have access to the library, tutoring and writing center, and campus events like all SFU students.

11. Both PTI and SFU will publicize and promote this agreement to potential and current students, faculty, staff, alumni, and the general public. PTI will invite the Adult Degree & Continuing Studies Office to any transfer advising sessions, career days, or open houses; and will provide SFU transfer admissions materials to students requesting such information. PTI will announce to its current students and to its alumni when SFU is holding open houses for possible transfer students. PTI will include SFU on its web listing and other pertinent materials regarding transfer and articulation agreement programs.

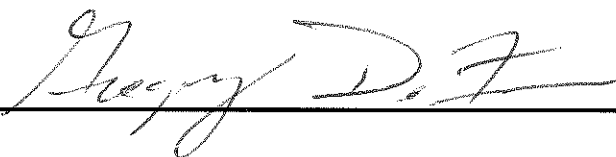
12. Each institution will designate an official who will be responsible for all aspects of the articulation program at that institution. SFU will periodically update the evaluation of PTI catalog courses when deemed necessary by both institutions.

13. PTI and SFU will review this agreement every two years to make any necessary adjustments. Either institution may terminate this agreement after providing written notification of 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.

Pittsburgh Technical Institute and Saint Francis University hereby authorize this articulation agreement effective immediately upon the signatures of both institutions.

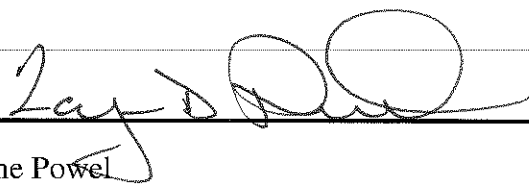
SIGNATURES

PITTSBURGH TECHNICAL INSTITUTE



Date 10-28-14
Gregory DeFeo
President

SAINT FRANCIS UNIVERSITY



Date 11-4-2014
Dr. Wayne Powell
Provost

SAINT FRANCIS UNIVERSITY, LORETTO, PA

Transfer Credit Equivalencies for Converting Quarter Credits to Semester Credits

In general, three quarter credits equate to 2 semester credits.

90 credits of quarter credits (typically required for an associate degree)

**Courses transferring in also must match courses offered at SFU. C or higher transfers in.

Quarter Credits	Equivalent Semester Credits
0.5	0.33
1	0.67
2	1.33
3	2.00
4	2.67
5	3.33
6	4.00
7	4.67
8	5.33
9	6.00
10	6.67
11	7.33
12	8.00
13	8.67
14	9.33
15	10.00
16	10.67
17	11.33
18	12.00
19	12.67
20	13.33
60	40.00
90	60.00
91	60.67
92	61.33
93	62.00
94	62.67
95	63.33
96	64.00
97	64.67
98	65.33
99	66.00
100	66.67