

**INSTITUTIONAL ARTICULATION AGREEMENT**  
**BETWEEN**  
**MIAMI UNIVERSITY**  
**AND**  
**CINCINNATI STATE TECHNICAL AND COMMUNITY COLLEGE**  
**July 21, 2016**

**Preamble:**

Miami University and Cincinnati State Technical and Community College recognize the need to facilitate the transfer of students from Cincinnati State Technical and Community College to Miami University to pursue and achieve their educational goals.

The parties enter into this Institutional Articulation Agreement (Agreement) in an effort to ease the transfer process and to promote the closer coordination of academic courses, programs and degrees offered by the parties in accordance with the guidelines and recommendations of the Ohio Articulation and Transfer Policy found at R.C. 3333.16 ("Ohio Articulation and Transfer Policy")

**The Parties:**

Miami University is nationally recognized as an outstanding Ohio public university with a focus on undergraduate teaching. A liberal education core complements the more specialized studies of the majors. Miami University was established in 1809. The Main residential campus is located in Oxford, Ohio (35 miles north of Cincinnati). The enrollment includes: 14,936 undergraduates and 2,298 graduate students on the Oxford campus; 3,672 undergraduates on the Hamilton campus; 2,172 undergraduates on the Middletown campus; 161 graduate students at the Voice of America Learning Center. Miami offers a number of associate degrees, bachelor's degrees in over 100 areas of study and the master's and doctoral degree in more than 50 areas. Miami University is accredited by The Higher Learning Commission, which is a member of the North Central Association. Miami University is an Ohio institution of higher education as defined in Section 3345.011 of the Ohio Revised Code.

Cincinnati State Technical and Community College has been dedicated to meeting the educational needs of the Southwestern Ohio community for more than 40 years, providing student-focused, accessible, quality technical and general education, academic transfer, experiential and co-operative education and workforce development. The college offers more than 100 degree programs and certificates, and is noted for its cooperative education program—one of the largest of its kind among two-year colleges in the United States.

Cincinnati State Technical and Community College is accredited by The Higher Learning Commission; Member-North Central Association. (30 N. LaSalle Street - Suite 2400, Chicago, Illinois 60602-2504, (312) 263-0456 or (800) 621-7440.)

**Terms:**

1. Transfer students shall be subject to the policies in force at the time of their admission to the **Miami University** and to any revisions that occur after admission and prior to enrollment. Once admitted, transfer students shall be subject to the same regulations governing applicability of requirements (including, but not limited to major, GPA, graduation, and/or residency requirements, policies, procedures, and standards) as native students. Furthermore, transfer students shall be accorded the same classification and other privileges as native students on the basis of the number of earned credits.
2. Recognizing the system of preparation afforded by the completion of an associate degree, and in accordance with the Ohio Articulation and Transfer policy, **Miami University** will provide guaranteed admission to a **Miami University** campus for all students who have earned an associate degree from **Cincinnati State Technical and Community College**, with at least a 2.00 grade point average for all previous college-level work. Both parties recognize that such admission will be based upon **Miami University's** policies and practices of making transfer admission decisions on the basis of academic standards, space availability, adherence to deadlines, payment of fees and other non-academic requirements applicable to all students entering **Miami University**.
3. **Cincinnati State Technical and Community College** and **Miami University** will work together to maximize the acceptance and application of transfer credit. Program specific articulation agreements supporting this Institutional Articulation Agreement will outline selective admission requirements, classification, course equivalencies, and other information affecting students who enroll in a particular academic program.
4. Transfer students, so admitted, will be considered for admission to selective programs (majors, minors, or fields of concentration) with the same guidelines that are applied to those students admitted to **Miami University** through the normal admission process ("native **Miami University** students"). Students are responsible for understanding and adhering to all **Miami University** selective admission and institutional requirements.
5. Students who have attended **Cincinnati State Technical and Community College** and not earned an associate degree, or who have earned a cumulative grade point average below 2.00, or who have been dismissed previously from **Miami University** or another institution, will be considered for admission according to **Miami University** institutional policies and standards.
6. **Cincinnati State Technical and Community College** students will be encouraged to complete their associate degree before transferring to **Miami University**. If **Cincinnati State Technical and Community College** student transfers to **Miami University** prior to completion of an associate degree, **Cincinnati State Technical and Community College** shall provide an opportunity for the student to subsequently complete the associate degree in absentia using **Miami University** course credit in accordance with the Ohio Credit When It's Due.
7. Students who have successfully completed an associate degree at **Cincinnati State Technical and Community College** and who matriculate to **Miami University** under the terms of this Institutional Articulation Agreement, shall be considered to have completed that portion of the **Miami University** general education requirements approved by the **Miami University Council on Undergraduate Curriculum** that are common to both **Cincinnati State Technical and Community College** and **Miami University**. Students will be encouraged to complete all or part of the Ohio Transfer Module (OTM) prior to transferring to **Miami University** to enhance the efficiency of transfer credit usage.

8. Due to curriculum structures and the variability in student enrollment patterns, **Miami University** cannot guarantee that students who transfer under the provision of this agreement will complete all the requirements to graduate from **Miami University** within two years. Although degree requirements vary, 128 hours is required to achieve a **Miami University** Bachelor's degree with a minimum of 32 credit hours taken on the Oxford and/or regional campuses, including 12 of the final 20 hours.
9. **Miami University** will provide **Cincinnati State Technical and Community College** with course equivalent information regarding **Cincinnati State Technical and Community College** courses and their **Miami University** equivalents. **Miami University** will annually update the information and provide the most current equivalencies to **Cincinnati State Technical and Community College** for the upcoming academic year.
10. All collegiate-level credit transferred from **Cincinnati State Technical and Community College** shall be accepted toward the student's classification and shall be articulated to specific **Miami University** courses when possible according to Ohio Articulation and Transfer policy guidelines.
11. **Cincinnati State Technical and Community College** and **Miami University** will work together to maximize the acceptance and application of students' transfer credit. Program specific articulation agreements supporting and consistent with this Institutional Articulation Agreement will outline selective admission requirements, course equivalencies, and other information affecting students who enroll in a particular academic program. Students transferring credit outside of programmatic articulation agreements will have the application of transfer credit done on a course-by-course basis by **Miami University**. Ultimately, the acceptance and application of transfer credit is the decision of **Miami University** within Ohio Articulation and Transfer policy guidelines.
12. Collegiate level courses completed at **Cincinnati State Technical and Community College** with a "D-" or better grade will be articulated as credit earned for students who transfer to **Miami University**. It should be noted that the student may be required to retake any course in which s/he received a grade where there is a higher minimum grade required for all native **Miami University** students pursuing the same academic program. The application of this rule shall be the same for both native **Miami University** students and **Cincinnati State Technical and Community College** transfer students.
13. Both parties shall communicate the conditions of this Institutional Articulation Agreement, in accordance with federal, state, and local laws, to their respective external and internal constituencies. **Miami University** and **Cincinnati State Technical and Community College** will report, as needed or required, the number of transfer students from the previous academic year.
14. **Cincinnati State Technical and Community College** and **Miami University** will include this Institutional Articulation Agreement in any listing of articulation and transfer agreements and will communicate this information through a web portal designed to disseminate transfer information to students, staff, and faculty. Other methods of communication may include inclusion in the college catalog, program specific materials, and mailings when appropriate. Each institution will afford the appropriate training when necessary, to staff and faculty to support the transfer of students.
15. Each Party to this Agreement grants to the other Party a non-exclusive, worldwide, limited license to utilize the Party's name and the trademarks and logos depicted in Exhibit A to this Agreement solely in promotional or other materials that promote or market the activities that are the subject of this

Agreement, provided that all such uses be approved in advance by the owner of the trademarks and logos.

Upon termination of this Agreement, the limited license set forth in this section will immediately terminate and each party shall (i) cease all such aforementioned use; and (ii) discard, destroy or delete any printed and electronic materials containing the name, tradename, trademark, or logo of the other party. Neither party shall use the name, tradename, logo, or trademark of the other party in any way that would cause confusion in the public mind as to the relationship between the parties, and, except for the limited license set forth in this section, neither party shall by virtue of this Agreement gain any right, title, or interest in any name, tradename, trademark, or logo of the other party.

Neither party may assign or transfer its rights or obligations under this Agreement without the prior written consent of the other party. In no event, shall the license or use of the Institution's name, tradename, trademark, or logo be assigned to a parent, affiliate, or successor company formed by the merger or reorganization or similar corporate transaction of **Cincinnati State Technical and Community College** and **Miami University** with any other company.

16. This Institutional Articulation Agreement is effective on the last date written below and has an initial term through **2018**. Thereafter, this Agreement will be renewed every two years, unless either party gives the other a minimum of thirty (30) days prior written notice of non-renewal. Should any provision of this Agreement, come in conflict with any subsequently established policy at either institution, the policy will take precedence and the Agreement will be reviewed for possible modification. Care will be taken to ensure that any modifications will not adversely affect students already enrolled and covered under the provision of the existing Agreement. While this Agreement is in effect and for a period of two years after its completion, each party agrees to maintain auditable records of all changes pertaining to this Agreement and make such records available to the other party as may be reasonably required.
17. Any and all notices required or provided for in this Agreement shall be deemed made when placed in the mail, postage pre-paid, certified mail, return receipt requested, and addressed to the respective Parties as hereinafter set forth:

As to **Miami University**:      Dr. Phyllis Callahan  
Provost and Executive Vice President for Academic Affairs  
Miami University  
209 Roudebush Hall, Oxford, OH 45056  
provost@miamioh.edu, 513-529-6721

As to **Cincinnati State Technical and Community College**:

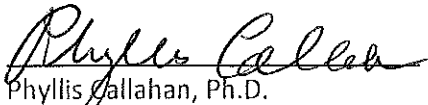
Robbin Hoopes, J.D.  
Provost  
Cincinnati State Technical and Community College  
3520 Central Parkway  
Cincinnati, OH 45223  
[robbin.hoopes@cincinnatiastate.edu](mailto:robbin.hoopes@cincinnatiastate.edu), 513-569-1511

18. This Agreement constitutes the entire agreement and understanding between the parties as to the subject matter hereof and supersedes all prior discussions, agreements and undertakings of every kind and nature between them, whether written or oral, with respect to such subject matter. This Agreement may subsequently be modified only by a written document executed by both Parties.
19. Non-Discrimination. In performing their respective obligations under this Agreement the Parties shall not discriminate on the basis of religion, race, creed, national or ethnic origin, sex, age, handicap, political affiliation, sexual orientation, disability or status as a veteran.
20. Miami University and Cincinnati State Technical and Community College each reserve the right to terminate this Agreement provided that at least a six month notice is given.

This agreement is effective as of this date \_\_\_\_\_

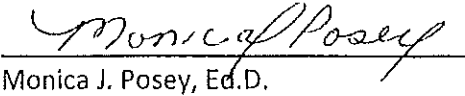
Miami University

Cincinnati State Technical and Community College



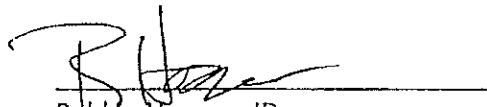
Phyllis Callahan, Ph.D.  
Provost and Executive Vice President  
Academic Affairs

9/13/16  
Date



Monica J. Posey, Ed.D.  
President

8/19/16  
Date



Robbin Hoopes, JD  
Interim Provost

8/17/16  
Date

July 21, 2016



## Addendum

### To the Institutional Articulation Agreement between Miami University - Oxford Campus And Cincinnati State Technical and Community College

This addendum specifically addresses the rights and responsibilities of those students who elect to transfer between Cincinnati State Technical and Community College to Miami University-Oxford Campus, as full-time undergraduates under this agreement, that are not otherwise specified in the Institutional Articulation agreement dated July 2016

Benefits to students to participate in this agreement include (but are not limited to):

- a. Waiver of the \$50 application fee for Transfer Admission to Miami University.
- b. Personal assistance navigating the Miami University admission and financial aid process.
- c. Comprehensive and individualized academic advising from both Cincinnati State Technical and Community College and Miami University.
- d. Major and degree plans with specific course details that provide guided routes toward a Miami University bachelor's degree.
- e. Automatic transfer credit evaluation.
- f. Specialized opportunities to visit Miami University - Oxford Campus.
- g. Monthly newsletters focusing on helpful transfer topics.
- h. Invitations to useful workshops and presentations by Miami University staff.

Once admitted to Miami University – Oxford Campus, students will:

- a. For Spring 2017 and Fall 2017, full-time Cincinnati State Technical and Community College students who are admitted to Miami University - Oxford Campus as new, full-time transfer students will be given priority consideration for merit based transfer scholarships ranging from \$1500-\$7500 per year. Exact scholarship award amounts within each range will be determined by a holistic review of the application for admission and thorough evaluation of academic indicators including, but not limited to: rigor of coursework, number of hours of college level credit earned, Grade point average, degree earned, financial need (determined by the FAFSA), diversity, Phi Theta Kappa two-year honor society membership, participation in the CSTCC Honors Program, and intended area of interest. This award is stackable with other transfer scholarships, and is renewable for the number of semesters required to complete the degree

program indicated at the time of admission; not to exceed eight semesters provided the student maintains an overall Miami University grade point average of at least 3.00.

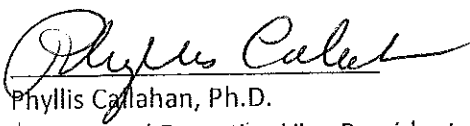
- b. Opportunity to enrollment in a course designed and taught specifically for transfer students during the first semester of enrollment at Miami University.
- c. Participation in Transfer One-Day orientations or the Transfer Orientation program at the beginning of each semester.
- d. Opportunity to request to live in the transfer student living-learning community within University housing.
- e. Opportunity to participate in the Miami University Transfer Student Ambassador program.
- f. Other benefits and special services based on student interest in and need to be determined at a later date.

Students who participate in this agreement are eligible to apply for admission to any undergraduate major at Miami University – Oxford Campus. However, it should be noted that Transfer admission to some programs is limited, with requirements such as a higher grade point average (GPA) or upper-class standing. More information about majors and minors at Miami is available on-line at <http://www.miami.muohio.edu/academics/majors-minors/index.html>. It is intended that the items listed in this Addendum be valid for students that transfer to and begin their full-time studies at Miami University – Oxford Campus starting in Spring 2017. This Addendum may be reviewed or updated prior to each intake of students under this agreement.

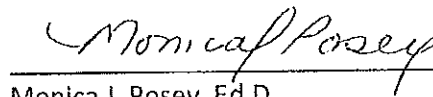
This addendum is effective as of \_\_\_\_\_.

Miami University- Oxford Campus

Cincinnati State Technical and Community College



Phyllis Callahan, Ph.D.  
Provost and Executive Vice President  
For Academic Affairs

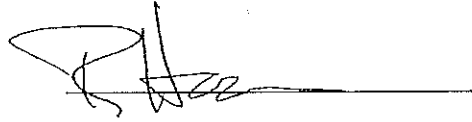


Monica J. Posey, Ed.D.  
President

9/13/14  
Date

8/19/16  
Date





Robbin Hoopes, JD  
Interim Provost

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