

**TRANSFER ARTICULATION AGREEMENT**  
**for Online Liberal Studies & MassTransfer**

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**Westfield State University**

**and**

**Holyoke Community College**

**AA, Liberal Arts & Science Option**  
**to**  
**BA/BS, Liberal Studies**

**FALL 2013**

Westfield State University and Holyoke Community College have created a transfer articulation agreement between the Liberal Studies Program at Westfield State University and the Department of Arts & Science at Holyoke Community College in support of a valuable and barrier-free public academic experience.

#### OBJECTIVES:

1. To encourage and streamline the transfer of qualified students from Holyoke Community College (HCC) to Westfield State University (WSU).
2. To award academic credit for courses completed at HCC that meet the terms of the Liberal Arts & Science Option degree and apply them toward the requirements for the WSU Bachelor of Arts or Bachelor of Science (BA or BS) degree in Liberal Studies.
3. To provide effective and concise guidelines for students seeking to transfer to WSU. Students will have accurate and clear information regarding the transfer of their course work and credits, both completed and outstanding, as they apply to the BA or BS degree in Liberal Studies at WSU.

#### TERMS OF THE TRANSFER ARTICULATION AGREEMENT:

1. This articulation agreement has been designed to meet terms of the statewide MassTransfer Program, effective for students enrolling at the community college beginning fall 2009 and transferring to the state university beginning fall 2013.

Westfield State University (WSU) guarantees the acceptance of students who complete the Liberal Arts & Science Option degree program at Holyoke Community College (HCC) with an overall QPA of 2.50 (on a 4.0 scale) or higher to the BA or BS degree in Liberal Studies at WSU. In order to guarantee admission to WSU for a specific term, qualified students must complete the application process on time: the priority filing deadline for spring semester enrollment is October 15; the priority filing deadline for fall enrollment is February 15. Qualified students who complete their application files after these dates will be accommodated on a space-available basis. If space is not available for the requested enrollment term, students may be guaranteed enrollment for the following term, upon timely request. On-campus housing is not guaranteed as part of this agreement, nor is it available to students who enroll through the Division of Graduate and Continuing Education (DGCE).

Under terms of this agreement, students who earn an overall QPA of 2.30-2.49 may be considered for admission to the exclusively online degree-completion program on an individual basis at the discretion of the Dean of Graduate & Continuing Education; however, students who have not earned a cumulative average of at least 2.50 do not qualify for the MassTransfer benefit of guaranteed admission.

2. Students may be admitted to WSU under terms of this program-to-program articulation agreement via either the full-time undergraduate day division (Admission office) or the Division of Graduate and Continuing Education (DGCE). However, qualified applicants to the Admission Office are admitted with Undeclared major status, pending approval of the three required academic areas of concentration for the Liberal Studies major by the Program Chair. DGCE accepts qualified applicants directly into the Liberal Studies major.

Students may not request on-campus housing through DGCE; consequently, students who wish to be considered for on-campus housing must apply through the full-time undergraduate day division. Further, full-time undergraduate day students that either commute to or live on the WSU campus and partake in campus life may be able to register for some online courses, but will not be allowed to build class schedules comprised exclusively of online courses. DGCE will enroll students on either a part-time or full-time basis for the exclusively online bachelor's degree-completion program in Liberal Studies. Students applying to DGCE will enroll under terms of this explicit agreement and complete the Liberal Studies degree entirely online, as specified in the attached curriculum sheets.

3. Under terms of this agreement, qualified online degree-completion applicants to DGCE will be admitted to the WSU Liberal Studies degree program via one of three curriculum options:
- Option 1\**: Complete three prescribed areas of concentration for the major, including Sociology (18 credits), Psychology (15 credits), and Criminal Justice (12 credits), as outlined in the attached curriculum spreadsheet and approved by the WSU Liberal Studies Program Chair;
- Option 2\**: Complete two prescribed areas of concentration, Sociology (18 credits) and Psychology (15 credits), with a third area (12 credits) to be chosen from Art History (no portfolio required), History, Business Management, Criminal Justice, Ethnic & Gender Studies, and World Languages (courses taught in English, including prefixes LCUL & LLIT), as outlined in the attached curriculum spreadsheet and approved by the WSU Liberal Studies Program Chair.
- Option 3*: Create a unique program combining three designated areas of concentration (18 credits, 15 credits, and 12 credits), including at least one area of concentration in liberal arts and pending approval of the WSU Liberal Studies Program Chair.
- \*Courses completed at HCC that are equivalent to major requirements in Sociology, Psychology, and Criminal Justice, as listed in the current HCC-to-WSU course equivalency guide, may be applied directly to completion of the Liberal Studies degree for Options 1 & 2.*

All students admitted to the WSU Liberal Studies major are required to meet with the Program Chair for formal approval of the three designated areas of concentration.

4. Students enrolling through DGCE that qualify for enrollment under terms of this agreement will be afforded the benefits of the MassTransfer Program: they will apply for admission via an online application form that does not require a fee; they will be guaranteed admission to the exclusively online bachelor's degree completion program if they complete their application files by the priority filing deadlines and have a cumulative QPA of at least 2.50; and, **they will have the Tuition Waiver Program discount built into their fee structure for full-time online attendance (12 or more credits per term).**

MassTransfer students enrolling through the full-time day Admission office are subject to the Tuition Waiver Program-eligibility standards and practices set by the Massachusetts Department of Higher Education.


5. WSU guarantees the transfer of credit as stipulated on the attached curriculum sheet in conjunction with the terms of the MassTransfer Program. This agreement assumes successful completion of the designated associate's degree program, including all courses specified on the curriculum sheet. WSU requires that 30 credits be completed in residence to earn the bachelor's degree. MassTransfer guarantees 60 transfer credits (excluding grades of D-); WSU will accept a maximum of 67 credits in transfer from all two-year colleges combined. To ensure the transfer of the maximum number of credits allowed, students should choose any elective course requirements for the associate's degree program from those listed as transferable in the current WSU course equivalency guide, available online at [www.westfield.ma.edu/ceg](http://www.westfield.ma.edu/ceg).
6. Students who complete requirements for the designated associate's degree program, but fail to select one or more courses specified on the attached curriculum sheet as those required by WSU for the Liberal Studies degree still may be admitted to the online bachelor's degree-completion program, and still may be considered for MassTransfer benefits; however, they will be required to complete all outstanding WSU bachelor's degree requirements imposed upon native students, even if the sum exceeds a total of 60 credits. Further, students who do not maximize the number of credits to be applied to the WSU Liberal Studies major while at the community college may not be able to complete the bachelor's degree exclusively online at WSU and may further extend the length of time it will take to complete bachelor's degree requirements.

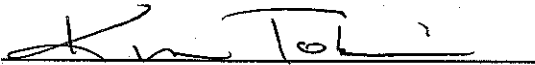
7. This articulation agreement is based upon the evaluation of current course descriptions and or other course materials presented to WSU. Courses as listed in this agreement will transfer to WSU provided a grade of C- (1.7 on a 4.0 scale) or higher has been earned in each. Terms of the MassTransfer Program will be honored for students who transfer under this agreement: D grades (1.0 on a 4.0 scale) will transfer only as part of the 60-credit guarantee of the MassTransfer Program.
8. Earning the designated associate's degree under terms of the MassTransfer Program guarantees that transfer students will be required to complete no more than 6 credits of outstanding WSU general education core requirements unless such courses fulfill major requirements. Similarly, students who complete the 34-credit MassTransfer Block with a 2.0 QPA in Block courses, but without earning the associate's degree, will be required to complete no more than 6 credits of outstanding WSU general education core requirements unless such courses fulfill major requirements. Also, D grades (1.0) earned in 34 credits of MassTransfer Block courses will transfer upon completion of all Block requirements with a 2.0 QPA, within the context of the 60-credit guarantee for associate's degree completers.
9. HCC students interested in participating in this agreement are expected to complete the suggested HCC liberal arts and sciences courses to satisfy terms of the MassTransfer Block. All associate's degree and MassTransfer Block course requirements must be completed and the associate's degree conferred prior to enrollment at WSU to qualify for MassTransfer Program benefits.
10. This agreement shall remain in effect for a period of two years from the date listed below, with the provision that the terms specified herein will continue to apply to students admitted from HCC's Liberal Arts & Science Option degree program within one year of the expiration date of the agreement. Each institution agrees to provide timely notice to the other in the event of any modification to the curriculum that might affect admission and/or the transferability of course work. This agreement may be subject to change without notice if curriculum requirements change at either institution, provided that the MassTransfer Block component of the associate's degree curriculum remains intact. Students admitted to HCC's Liberal Arts & Science Option degree program prior to such notification will be admitted to WSU on the basis of this agreement.

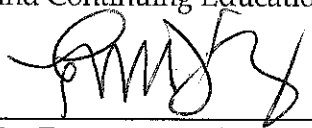
Articulation Agreement Signature Page

Westfield State University


  
Dr. Evan Dobbelle  
President

  
Dr. Elizabeth Preston  
Vice President, Academic Affairs

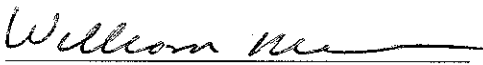
  
Dr. Kim Tobin  
Dean, Division of Graduate  
and Continuing Education

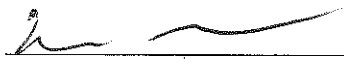
  
Dr. Enrique Morales-Diaz  
Program Area Chair, Liberal Studies

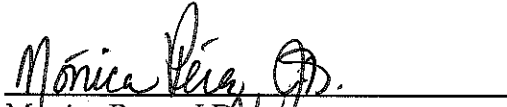
  
Lynn Zayac  
Director, Center for Instructional Technology

  
Lori Letendre  
Associate Director of Admission  
and Articulation Coordinator

Holyoke Community College

  
Dr. William Messner  
President

  
Dr. Matthew Reed  
Vice President, Academic Affairs

  
Monica Perez, J.D.  
Dean, Social Sciences

  
Mark Broadbent  
Coordinator of Transfer Affairs

Approved on (date): 10/30/12



