

COMPREHENSIVE TRANSFER ARTICULATION AGREEMENT

**Guttman Community College
of the City University of New York
50 West 40th St.
New York, NY 10018**

and

**Lehman College
of the City University of New York
250 Bedford Park Blvd.
West Shuster Hall, Rm. 158
Bronx, NY 10468**

I. PURPOSE

Guttman Community College, a community college in New York, New York, and Lehman College, a senior college in Bronx, New York, agree to articulate the programs outlined in this document to ensure a smooth transfer process for Guttman Community College graduates. Each college is a part of the City University of New York.

The purpose of this Articulation Agreement (the “Agreement”) is to expand collaboration between Guttman Community College and Lehman College, promote degree completion, and facilitate the transfer process. This Agreement provides assurance that students will matriculate into Lehman College with junior standing. The following general principles guide the operation of this Agreement.

II. EFFECTIVE DATE

This agreement applies to those students who have followed the Guttman Community College (hereafter GCC) fall 2018 undergraduate catalog requirements, or thereafter. Any pre-existing agreements with Lehman College (hereafter Lehman) continue to apply to students prior to fall 2018. This agreement only applies to students who have successfully met GCC graduation requirements prior to enrollment at Lehman.

III. ACCEPTANCE OF CREDITS

A minimum of 60 credits from an awarded associate degree will be applied toward the completion of the articulated bachelor’s degree program.

A maximum of 70 credits will be applied toward the completion of any articulated bachelor’s degree program.

Students will receive a transfer credit evaluation at the time of admission.

IV. REMAINING CREDITS AT RECEIVING INSTITUTION

Students who attend Lehman under this agreement will be required to fulfill bachelor’s degree requirements that are in effect the semester/year they matriculate at Lehman, not to exceed the number of remaining credits outlined in Appendix A (Program to Program Alignment). On an annual basis, Lehman and GCC representatives will collaborate to create Transfer Advising Worksheets or Curriculum Maps to supplement and update the Program to Program Alignment. These worksheets will inform course choice at GCC and outline the courses needed to complete the bachelor’s degree at Lehman upon transfer. See Appendix B for a sample worksheet.

V. GENERAL EDUCATION CREDITS

As outlined in the CUNY Pathways Initiative, students who complete an A.A. or A.S. degree at GCC will be waived of the lower-level general education/core requirements at Lehman. These students will not be required to satisfy any additional lower-level general education/core requirements. This applies to all accepted A.A. and A.S. graduates, regardless of whether a program to program equivalency exists. Students with an A.A.S. degree may have additional lower-level general education/core requirements to complete at Lehman.

VI. PROMOTION/OUTREACH

GCC and Lehman agree to publicize this Agreement via, but not limited to, printed and electronic marketing materials and communications. GCC and Lehman agree to collaborate to ensure successful transfer initiatives.

VII. REVERSE TRANSFER

The objective of this agreement is to encourage associate and bachelor's degree completion. This transfer articulation agreement will be honored in the event students from GCC transfer to Lehman prior to completion of their GCC associate degree and subsequently obtain their associate degree through GCC's reverse transfer process, resulting in the student becoming eligible for the 6-credit College Option requirement.

Lehman will work collaboratively with GCC to communicate with students who have transferred from GCC prior to associate degree completion, so that the reverse transfer process can be activated.

VIII. TERM/MONITOR/REVIEW

- A.** This agreement shall be effective fall 2018 and will remain in effect unless terminated, in writing, by one or both of the institutions.
- B.** The agreement may be amended or renewed by mutual agreement and will be formalized via revision of this agreement.
- C.** Lehman will provide GCC annually with statistics regarding transfer students from GCC. Data requested includes: number of applications, enrollments, transfer credits, majors, GPAs, financial aid awarded outside of state/federal aid, as well as completion statistics.
- D.** GCC and Lehman agree to communicate program changes in a timely manner to avoid disruption of student progress toward degree completion.

IX. TERMINATION

The Agreement may be terminated by either party for any reason after written notification with a minimum of six months' notice. Termination of the Agreement will not affect any students currently enrolled at or accepted to Lehman at the time of termination.

X. APPENDICES

As part of this agreement, the following have been included:

Appendix A: Program to Program Alignment

Appendix B: Sample Transfer Advising Worksheet

<u>Guttman Community College</u>				
<i>Vice President for Academic Affairs and Provost</i>		Dr. Howard Wach		
		<i>Name</i>	<i>Signature</i>	<i>Date</i>
<i>President</i>		Dr. Scott E. Evenbeck		
		<i>Name</i>	<i>Signature</i>	<i>Date</i>
<u>Lehman College</u>				
<i>Provost and Senior Vice President for Academic Affairs and Student Success</i>		Dr. Peter Nwosu		
		<i>Name</i>	<i>Signature</i>	<i>Date</i>
<i>President</i>		Dr. Jose Cruz		
		<i>Name</i>	<i>Signature</i>	<i>Date</i>

*Signed copy on file at both institutions.