

**Memorandum of Understanding**  
**between**  
**Casper College**  
**and**  
**Colorado State University-Global Campus**

Casper College ("Casper College") and Colorado State University-Global Campus ("CSU-Global") hereby establish a Memorandum of Understanding ("MOU") to facilitate students' transfer from Casper College to CSU-Global.

**PURPOSE**

- This MOU formally recognizes that both institutions are active educational partners, committed to providing greater educational opportunities and services for students transferring between institutions. This commitment strongly supports the concept of seamless transfer that embraces the principle that transfer students should not be required to repeat competencies already achieved.
- Both institutions enter into this MOU in the spirit of cooperation and mutually recognize each other as quality institutions of higher learning. Each institution, furthermore, is dedicated to serving students from all walks of life, regardless of race, ethnicity, religion, sex, disability, color, age, marital status, national origin or other non-merit factors.
- Under the terms and conditions of this MOU, participating students will maximize as much as possible their community college coursework and credits.
- Through ongoing communication between their faculty and staff, Casper College and CSU-Global will better understand the obstacles confronting students who are transferring and cooperate in removing such obstacles. By working at the department level, the courses that a student takes at Casper College can be matched with courses required at CSU-Global.

The MOU provides a structure through which transfer articulation on all levels can be supported. It is hereby and understood and agreed to that courses taken at the Casper College main campus, extended campuses, online, or at one of the off-campus centers are considered equally transferable.

**TRANSFER ELEMENTS**

**Treatment of associate degrees and general education core as admission criteria**

This MOU establishes the principle that all articulated associate degrees at Casper College transfer to CSU-Global. Casper College graduates will not need to repeat completed equivalent lower-division general education requirements at CSU-Global. All credits from courses that are completed at Casper College with a grade of C- or higher are accepted and applied toward a designated/appropriate college degree(s). Credits from courses completed with a grade lower than C- will not transfer. Articulated associate degrees will be identified, maintained, and available as separate documents from this MOU.

Casper College associate degree graduates with a minimum cumulative GPA of 2.0, entering under the terms of this MOU, are guaranteed admission into most CSU-Global degree programs; however, students should be advised that some degree programs at CSU-Global might require a higher GPA for admission. Students not qualifying for standard admissions will be admitted under provisional status.

Casper College graduates shall follow CSU-Global's transfer process and, therefore, must meet all applicable requirements and deadlines pertaining to application for admission, advising, registration, and payment of tuition and fees. Casper College graduates will abide by the policies and procedures, along with any revisions thereof that apply to all students from that institution.

In order to complete the baccalaureate program in a timely manner, Casper College transfer students are advised to follow the transfer guide for the academic program they plan to pursue at CSU-Global. If the student intends to change degree focus upon admission to CSU-Global, the student may be required to complete some lower division preparation work prior to beginning the program at CSU-Global.

#### **Treatment of Casper College coursework as admission criteria**

Students who transfer to CSU-Global with less than an associate's degree or non-articulated degree (and have not completed the General Education requirements) will have their general education courses evaluated on a course-by-course basis and may be required to take any additional courses necessary to satisfy the general education requirements at CSU-Global. However, if these students have taken equivalent general education courses with a grade of C- or higher at Casper College, these individual courses will be accepted toward satisfying General Education requirements at CSU-Global.

Casper College students who plan to transfer to CSU-Global may complete any missing general education by [i] taking the additional Casper College lower-division courses required to complete the general education core at Casper College, [ii] complete the general education requirements at CSU-Global, or [iii] through approved CLEP or DSST exams.

#### **Award of Upper-Division Credit**

Students who transfer lower-division credits beyond that required for an associate degree or whose lower-division credits/competencies are equivalent to designated upper-division credits/competencies, can request/petition these courses/competencies be evaluated by CSU-Global and, where appropriate, equivalent upper-division credit will be awarded. It should be noted that freshman level lower-division credit (100 or 1000 level) cannot be substituted for upper-division credit. Sophomore level lower-division credit (200 or 2000 level) can only be considered for upper-division credit substitution.

#### **Total Number of Transferable Credits**

The maximum number of lower-division credits that can be accepted and applied to a CSU-Global degree is **sixty-four (64)**. This transfer credit limit will be the difference between total credits required for degree completion and university upper-division requirements.



## **Evaluation Process**

There will be an annual evaluation process of the partnership supported by this MOU. The information obtained from this evaluation will be used to improve the transfer process for the benefit of students.

## **Longevity of the MOU**

This MOU shall be effective immediately upon approval and shall continue in force and effect until terminated by either party. Termination shall occur upon written notice by either party to the other submitted six (6) months prior to the termination date. Students accepted into the program prior to the termination date will be allowed to continue in the program.

## **OBLIGATIONS OF CSU-GLOBAL**

- CSU-Global will award a tuition discount and its tuition guarantee to all qualified graduates admitted to CSU-Global pursuant to this Agreement. Full-time CSU-Global students with a minimum of a 2.0 final cumulative Casper College grade point average and who have enrolled with CSU-Global within one (1) year after graduation from Casper College will receive a ten percent (10%) tuition discount and CSU-Global's tuition guarantee. Students may also be eligible for need-based financial aid and other types of financial aid.
- CSU-Global will provide materials, catalogs, and other information to Casper College's advisors to facilitate their understanding of CSU-Global requirements and academic programs. CSU-Global agrees to hold at least one advising event each year, at its own expense, at Casper College for prospective transfer students.
- CSU-Global may place Casper College students, interested in attending CSU-Global, on its mailing lists and invite the students to participate in cultural events, social activities, and presentations open to the public and occurring on campus.
- If warranted by the student's academic achievement and/or special talents, CSU-Global will inform the student of scholarship opportunities.
- CSU-Global will inform students from Casper College of the possibilities of reverse transfer of credits that may be applied to complete their Associate's Degree. However, the process must be initiated by the student to send transcripts and documentation to Casper College.

## **OBLIGATIONS OF CASPER COLLEGE**

- Casper College will provide CSU-Global with timely curriculum updates.

## **JOINT OBLIGATIONS**

- Casper College and CSU-Global agree to exchange data and documents as agreed that will contribute to the maintenance and improvement of these transfer arrangements, and promote effective cooperation between the two institutions. The institutions will exchange

admission, grades, and retention data after obtaining appropriate permission from the students involved and in compliance with all federal, state, and local laws.

- CSU-Global and Casper College agree to maintain regular communication between CSU-Global's advising and enrollment team and Casper College's advising and enrollment team.
- CSU-Global will work with Casper College on recruitment efforts.
- Students transferring to CSU-Global will receive advising from both institutions, assisting them in timely degree completion.
- Information about this MOU will be available at both institutions and on both institutions' websites.
- Casper College and CSU-Global agree to provide direct links between their institutional websites, indicating the existence of this MOU.
- Neither institution shall use the name or marks of the other institution in connection with any product, service, promotion, news release, or other publicity without the prior written consent of the institution whose name or likeness may be under consideration.
- Transfer articulation materials developed by an articulating institution are not valid without an MOU signed by the Casper College.
- CSU-Global will collaborate with Casper College in the development, distribution, and accuracy of all transfer articulation products (e.g., Transfer Guide).

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**Casper College**

Dr. Shawn Powell

Vice President Academic Affairs



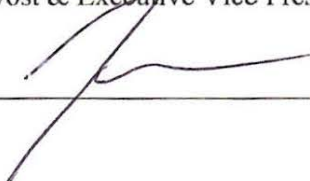
12/14/17

Date

**Colorado State University-Global Campus**

Dr. Jon Bellum

Provost & Executive Vice President



12/18/17

Date

Dr. Roberta Marvel

Interim Dean School of Business and Industry



12-13-17

Date

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