

3.6 COOPERATIVE AGREEMENTS BETWEEN HIGHER EDUCATION INSTITUTIONS AND OTHER ENTITIES

3.6.1 Purpose

The purpose of Cooperative Agreements between Higher Education Institutions and Other Entities policy is to ensure that appropriate assurances and sufficient information are received to document institutional compliance with the standards and requirements within State Regents' policy when the agreement results in the awarding of academic credit toward an academic credential.

3.6.2 Requirements of a Cooperative Agreement

A State System institution may engage in a cooperative agreement when the agreement:

- A. Is executed by the president or designee and their counterparts in the related entity;
- B. Establishes the responsibilities of the institution and the related entity regarding elements of the agreement;
- C. Includes courses or programs consistent with the institution's mission and approved function; and
- D. Identifies courses by source and method on the transcript.

Executed cooperative agreements should be sent to OSRHE staff for record keeping.

3.6.3 Methods of Cooperative Agreements

Institutions may award credit toward academic credential requirements through one of the following approved pathways.

A. Contractual Arrangements

A Contractual Arrangement is a partnership between higher education institutions and other entities. The elements of the contract shall include, but are not limited to, the following:

1. The institution shall employ appropriately qualified full-time faculty to provide direct control over the academic credit offered in a contractual arrangement. The institution will also designate a full-time staff member to act as a liaison and provide oversight of the contractual arrangement.
2. A Memorandum of Understanding between the two parties in the agreement shall be created. The MOU shall detail the expectations, obligations, and responsibilities of both the parties. A senior level administrator with the appropriate signing authority from each party will sign the MOU and each party shall retain a copy of the MOU for record keeping purposes.

B. Articulation Agreement

An articulation agreement between two or more institutions, or between one or more institutions and one or more Career Technology Centers may include, but is not limited to, the following elements:

1. Identification of participating entities: The agreement should clearly identify the participating entities, including the names of the entities and their respective academic departments.
2. Admission requirements: The agreement should outline the admission requirements for students who wish to transfer from one ~~university~~ entity to the other. This may include specific course requirements, GPA requirements, and other criteria.
3. Transfer policies: The agreement should specify which courses, programs, or credentials of value will transfer between the participating entities and how those courses, programs or credentials will be credited towards the student's academic credential program at the receiving institution.
4. Academic program requirements: The agreement should outline the specific requirements for completing an academic program at the receiving institution, including any prerequisite courses, required coursework, and minimum GPA requirements.
5. Timeline for transfer: The agreement should provide a clear timeline for when students may transfer between the participating entities and any specific deadlines for submitting applications and supporting documents.
6. Financial aid and scholarships: The agreement should address any financial aid or scholarship opportunities that may be available to transfer students and provide information about the application process and eligibility requirements.

C. Statewide Agreements

State Regents reserve the right to create state-wide articulation agreements.

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