

ARTICULATION AGREEMENT

Wharton County Junior College and University of Houston-Clear Lake

The University of Houston-Clear Lake (UHCL) and Wharton County Junior College (WCJC) wish to facilitate the transfer of students, enhance the number and quality of learning options at the institutions, and provide a seamless transfer process for students. University of Houston – Clear Lake and WCJC have entered into this Articulation Agreement (hereinafter “Agreement”) and hereby agree as follows:

1. UHCL and WCJC are active educational partners in providing educational opportunities for currently enrolled and potential students of both institutions. Each institution will maintain the integrity of their separate programs and enter into this agreement as equal participants.
2. UHCL understands WCJC’s mission of educating members of its service area and of awarding two-year associate degrees. The purpose of this Agreement is to permit eligible and interested students to transfer certain course work from UHCL to WCJC to complete requirements for the associate degree. This process is called reverse transfer or reverse articulation.
3. Students enrolled at UHCL who (i) previously attended WCJC or are currently enrolled at WCJC and (ii) meet Wharton County Junior College’s resident credit requirements will be eligible for reverse transfer credit.
4. Separate academic records for students will be maintained at each institution.
5. Authorized employees of UHCL and WCJC will have access to personally identifiable information about the students who receive or who are eligible for reverse transfer credit. UHCL and WCJC agree that their respective authorized employees will have a legitimate educational interest in the records of the students being served. UHCL and WCJC shall take reasonable steps to ensure that their respective counselors, employees, and administrators maintain the confidentiality of all student information as required by the Family & Educational Rights and Privacy Act. This provision shall survive termination or expiration of this Agreement.
6. For students admitted to and enrolled in UHCL, UHCL will review its database and determine (i) whether any of UHCL’s students previously transferred coursework from WCJC, (ii) whether the students have indicated an interest in the reverse articulation program and (iii) whether the students have satisfied WCJC’s minimum resident credit requirement. UHCL will transmit official copies of the UHCL transcripts for these students to WCJC. UHCL and WCJC agree to exchange transfer student information for the purpose of monitoring and promoting student academic success and degree conferral. The exchange may occur through paper transcripts or through secure electronic communication. Communication of this student information shall occur each September or at other appropriate intervals agreed upon by the parties.

7. UHCL shall notify all students who transfer coursework from WCJC to UHCL of the existence of the purpose of this Agreement between UHCL and WCJC and of the likelihood that UHCL will share transcript information with WCJC. This notification to students shall be in writing and shall occur at the time of the student's application to UHCL.
8. Upon receipt of official UHCL transcript information, WCJC will conduct a degree audit of each affected student and evaluate all coursework that may assist in the completion of the student's associate degree at WCJC. Students who meet all WCJC degree requirements are eligible to receive a WCJC degree at no cost to the student. WCJC will notify each affected student that he or she is eligible to receive an associate's degree and eligible to participate in WCJC's graduation ceremony.
9. UHCL and WCJC agree to cooperate in communicating with each other and with their common and respective communities concerning the relationship between the two institutions. UHCL and WCJC agree to acknowledge and recognize the reverse articulation program on each institution's website and via other marketing and publicity methods.
10. UHCL and WCJC agree to promptly communicate with each other any future curriculum changes, policy changes, or resident credit requirements that will affect this Agreement.
11. Each institution will designate in writing an employee who will serve as the point of contact for administration of this Agreement. For WCJC, that employee will be the Registrar. For UHCL, that person will be the Registrar.
12. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas.
13. Neither WCJC nor UHCL waives or relinquishes any immunity or defense on behalf of itself, its trustees, regents, officers, employees, volunteers, or agents as a result of the execution of this Agreement or its performance under this Agreement.
14. Renewal or extension of this Agreement will require the written agreement of both institutions. Either party may terminate this Agreement by giving written notice to the chief administrative officer of the other institution at least 180 days prior to the termination. Expiration or termination of this Agreement means that no new students will be permitted to participate in the reverse articulation program. Any termination of this Agreement, however, shall not relieve either party from completing obligations in progress prior to the effective date of the termination. Both institutions agree that students who are currently enrolled on the effective date of the termination shall be allowed to continue their programs in accordance with the terms and conditions in effect prior to the termination of the Agreement. WCJC and UHCL intend and desire a continuing relationship for the purpose of exchanging information contained in the educational records of students who are participating in the program at the time of termination or expiration of the Agreement. The right of either institution to receive educational records

terminates once all eligible students have completed their programs or are no longer eligible for the reverse articulation program.

15. This Agreement will become effective upon the execution of signatures by the responsible authority for each institution. Students are eligible to participate if they enroll in UHCL classes during the semester the agreement becomes effective or any semester occurring during the term of this Agreement.

EXECUTED AS FOLLOWS:

William A. Staples

William A. Staples

President

University of Houston-Clear Lake

9/1/16
Date

Betty A. McCrohan

Betty McCrohan

President

Wharton County Junior College

7-19-16
Date

APPROVED AS TO FORM BY:

M. Y. Zygmunt
OFFICE OF THE GENERAL COUNSEL
UNIVERSITY OF HOUSTON SYSTEM