**An Articulation Agreement**

**Between**

**<Insert Institution Here>**

**and**

**The Board of Trustees of Illinois State University**

<Institution Name> (Institution abbreviation) and the Board of Trustees of Illinois State University (ISU) hereby form a cooperative relationship through this articulation agreement to better serve our public constituents, to smooth the transfer process, to minimize duplication of instruction and to build on community college and university learning experiences. Both institutions recognize that by working together, their collective efforts are stronger than their individual efforts.

The two institutions agree to the following:

1. Students who successfully complete the <insert degree if applicable>degree with a major in <insert major/program here> at <insert institution abbreviation>, and meet all general ISU and program admission criteria, will be admitted to Illinois State University.
2. Acceptance into the <insert ISU program here> program at Illinois State is based on each individual transfer student meeting the conditions and considerations listed for the program. Students who apply for the <insert ISU program here> program at ISU must have a minimum <insert institution abbreviation here> GPA of <insert program GPA> (if the student has attended multiple schools, the transfer GPA must be a <insert program GPA> of all institutions attended) and apply between the dates of <insert date> and <insert date> for admission into the major to matriculate the following August.
3. For the smoothest transfer, it is recommended that students follow the suggested “Recommended Transfer Guide <insert institution abbreviationhere> to Illinois State University” (Exhibit A). The courses on this Guide should be completed by the time of transfer from <insert ISU program here> . Courses on this Guide have been reviewed and accepted for transfer to Illinois State as part of the <insert ISU major here> major.
4. This agreement does not guarantee admission for students seeking readmission or reinstatement to Illinois State.
5. <Insert institution abbreviation here> and ISU will collaborate and coordinate the recruitment and transfer of students in accordance with the program and degree requirements of their respective institutions. <Insert institution abbreviation here> will inform prospective students of this program during student recruiting activities through co-branded marketing materials and/or other mutually agreed upon means. <Insert institution abbreviation here> will publish the details of this agreement on their website for the benefit of students interested in participating in the program. ISU and <Insert institution abbreviation here> will jointly approve any and all advertising related to the Guaranteed Admission Program. ISU will provide online or print information regarding its academic program requirements and transfer credit policies.
6. Relationships between <Insert institution abbreviation here> and ISU faculty and administration are in the spirit of cooperation and provide the basis of this agreement.
7. Representatives of both institutions agree to meet or communicate on a regular basis, but at least every other year, to assess curricular changes and other conditions that may affect the nature of the agreement.
8. This agreement does not preclude either institution from making curriculum changes. The other party will be notified promptly in writing of any such curriculum changes.
9. Either party may terminate this agreement by giving at least sixty (60) days advance notice to the cooperating institution’s chief academic officer. Students participating at the time of termination will be permitted to complete the program.
10. This agreement is effective with the 2023-2024 academic year and will automatically renew each year for a total period not to exceed <insert number of years you wish to have agreement—can be no longer than 10 years>, unless terminated in accordance with paragraph 9 above.
11. It is understood and agreed that neither party to this Agreement shall be legally liable for any negligent or wrongful acts, either of commission or omission, of the other, unless such liability is imposed by law and this Agreement shall not be construed as seeking to either enlarge or diminish any obligation or duty owed by one party against the other or against third parties.
12. Both parties agree to comply with all applicable federal and state nondiscrimination, equal opportunity and affirmative action laws, orders, and regulations. Neither party shall engage in unlawful discrimination or harassment against any person because of race, color, ancestry, national origin, religion, pregnancy, sexual orientation, order of protection, gender identity and expression, age, marital status, disability, genetic information, unfavorable military discharge, status as a veteran, or sex (including sexual harassment, sexual assault, domestic violence, dating violence, and stalking).
13. The relationship of each party to the other under this Agreement shall be that of independent contractor, and no employment, partnership, or joint venture relationship shall be created by the entry into or performance of this Agreement by the parties.
14. Both parties affirm that, to the best of its knowledge, there exists no actual or potential conflict

between such party’s business, or financial interests and its obligations under this

Agreement; and, in the event of a change in either of its private interests or obligations under this Agreement, and such party will raise to the other any questions regarding a possible conflict of interest which may arise as a result of such change.

1. This Agreement may not be assigned to either party without the prior written consent of the other party. Such consent shall not be unreasonably withheld. The Agreement, attachments, and incorporated references shall constitute the entire agreement between the parties with respect to the content of said Agreement. This Agreement may not be amended by either party unless such amendment is mutually acceptable to both parties and is reduced to writing and signed by both parties.
2. The failure of either party to enforce any provision hereof shall not be construed as a waiver of such party’s right to enforce such provisions in the future. In the event that any provision of this

Agreement shall be held to be void, voidable or otherwise unenforceable, the remaining provisions, shall remain in full force and effect. This Agreement shall be governed by the laws of the State of Illinois, without regard to the conflicts of laws. Any dispute arising hereunder shall be brought only in the appropriate courts located in Illinois. This Agreement may be executed in counterparts, including by facsimile signature, each of which shall be deemed an original, and all of which together shall constitute a single instrument.

1. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois.
2. Confidentiality. Both ISU and <insert institution abbreviation here> may receive confidential student information as a result of participation associated with this Articulation Agreement. ISU and <insert institution abbreviation here> agree to abide by the student protections as outlined in the Family Educational Rights and Privacy Act.

1. Use of Trademark. ISU and <insert institution abbreviation here> agree to grant mutual, non-exclusive, non-transferable rights to utilize each other’s trademarks, logos, or other institutional identifiers as provided by each party for the purposes of promoting this agreement, and for no other purpose. Should improper use of any trademark by either institution be determined, ISU and <insert institution abbreviation here> shall attempt to collaboratively work to rectify the usage. Usage does not grant any right or interest to acquire said trademarks.

1. Any notice required hereunder shall be deemed given when delivered in person or three (3) days after being sent by first class mail to the following addresses, which may be changed by notice provided pursuant to this Agreement:

For Illinois State University: <Insert institution name here>:

Contact person Contact person

Contact Dept Dept or title

Illinois State University Institution name

Campus Box XXXX Institution address

Normal, IL 61790-XXXX City, State, Zip

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date below.

**The Board of Trustees of Illinois State University <Insert Institution Name here>**

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Dr. Ani Yazedjian Date Signatory info Date

Acting VP for Academic Affairs and Provost Title

**Recommended Transfer Guide**

**<Institution Name> to Illinois State University**

**(Exhibit A)**

**<Institution Name>**

**First Semester**

Insert course insert hours

Insert course insert hours

Insert course insert hours

Insert course insert hours

**Second Semester**

Insert course insert hours

Insert course insert hours

Insert course insert hours

Insert course insert hours

**Third Semester**

Insert course insert hours

Insert course insert hours

Insert course insert hours

Insert course insert hours

**Fourth Semester**

Insert course insert hours

Insert course insert hours

Insert course insert hours

Insert course insert hours

**Illinois State University**

**Fifth Semester**

Insert course insert hours

Insert course insert hours

Insert course insert hours

Insert course insert hours

**Sixth Semester**

Insert course insert hours

Insert course insert hours

Insert course insert hours

Insert course insert hours

**Seventh Semester**

Insert course insert hours

Insert course insert hours

Insert course insert hours

Insert course insert hours

**Eighth Semester**

Insert course insert hours

Insert course insert hours

Insert course insert hours

Insert course insert hours

**Total number of hours: Insert hours**