

# **COMPREHENSIVE TRANSFER ARTICULATION AGREEMENT**

**Hostos Community College  
of the City University of New York  
500 Grand Concourse  
Bronx, NY 10451**

**and**

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

## **I. PURPOSE**

Hostos Community College, a community college in Bronx, 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 Hostos 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 Hostos 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 Hostos Community College (hereafter HCC) fall 2017 undergraduate catalog requirements, or thereafter. Any pre-existing agreements with Lehman College (hereafter Lehman) continue to apply to students prior to fall 2017. This agreement only applies to students who have successfully met HCC 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 HCC 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 HCC 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 HCC 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**

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

## **VII. REVERSE TRANSFER**

This transfer articulation agreement will be honored in the event students from HCC transfer to Lehman prior to completion of their HCC associate degree and subsequently obtain their associate degree through HCC's reverse transfer process.

Lehman will work collaboratively with HCC to communicate with students who have transferred from HCC 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 2017 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 HCC annually with statistics regarding transfer students from HCC. 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.** HCC 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

<b><u>Hostos Community College</u></b>			
<i>Provost and Vice President for Academic Affairs</i>		Dr. Christine Mangino	
		<i>Name</i>	<i>Signature</i>
<i>President</i>		Dr. David Gomez	
		<i>Name</i>	<i>Signature</i>
<b><u>Lehman College</u></b>			
<i>Executive in Charge for Academic Affairs &amp; Student Success and Interim Vice Provost for Academic Programs</i>		Dr. Vincent Prohaska	
		<i>Name</i>	<i>Signature</i>
<i>President</i>		Dr. Jose Cruz	
		<i>Name</i>	<i>Signature</i>

\*Signed copy on file at both institutions.