

## TRANSFER AGREEMENT

Western Kentucky University  
Bachelor of Science – Computer Information Technology

and

Ivy Tech Community College of Indiana  
Associate of Applied Science – Computer Information Technology  
Associate of Applied Science – Computer Information Systems

### **I. PURPOSE**

This agreement between Western Kentucky University (WKU) and Ivy Tech Community College (ITCCI) seeks to create new opportunities for students who wish to further their studies in the area of Information Technology. The goal of this agreement is to outline a transfer process between the two institutions whereby students may apply their Associate of Applied Science (AAS) degree towards the completion of a Bachelor of Science (BS) program in Information Technology.

### **II. ELEMENTS OF THE AGREEMENT**

#### **A. Admissions Practices**

1. This agreement allows ITCCI graduates to transfer a completed AAS degree in Computer Information Systems (CIS) or Computer Information Technology (CIT) to WKU and be accepted towards completion of the BS in CIT degree.
2. Students must complete the AAS degree to be eligible to participate in the block-transfer arrangement and will not receive credit of the individual IT courses that they have taken. ITCCI faculty and advisors need to help students to understand this important factor when planning their educational programs.
3. ITCCI students must apply to and be accepted into WKU's CIT program. Admission is selective and program capacity is limited. As part of the admissions process, ITCCI students must apply both to WKU and to the CIT program. Admission to one does not guarantee admission to the other. WKU uses a rolling admissions process and accepts applications at anytime. The CIT program has specific admissions deadlines that must be observed. Prospective transfer students should be advised to prepare their applications well in advance of their desired start dates. Details and application materials are maintained on WKU's and the CIT program's respective web sites.

4. WKU's CIT degree has been designed as a fully on-line program. ITCCI students who transfer into the CIT major do not need to relocate to the WKU campus in Bowling Green (although they may do so if desired). The CIT program has also been designed to be compatible with professional schedules, family commitments, etc. Many of the program participants are nontraditional, working students who continue to live in their home towns.

5. Transfer students in the CIT program must complete WKU's General Education requirements and comply with all published Academic Requirements and Regulations (See WKU Catalog for details). Due to the on-line nature of the program, CIT students are exempt from participation in freshman orientation (OAR) and compulsory on-campus housing requirements.

## **B. Acceptance and Application of Credits**

1. The CIS and/or CIT associate's degrees (with all concentrations) will be accepted as a single 'block transfer' and not as a unique set of individual courses. The 2+2 agreement enables the graduate to complete their CIT degree program at WKU in about two years of full-time study.

2. The AAS degree will be accepted in-lieu of the majority of WKU's CIT core requirements. Students should note that a block transfer only applies to the completion of the CIT major. If a transfer student decides to change their WKU major, the block credit will not be applied towards another degree program.

3. Additional general education coursework required by WKU's CIT degree program may be taken through WKU or through ITCCI.

## **C. Implementation of the Agreement**

1. WKU and ITCCI agree to coordinate changes in curriculum, course content, or other program requirements for each of their respective programs to ensure continued compatibility. Each institution will designate an individual to be the point of contact for the other.

2. WKU and ITCCI agree to renegotiate this agreement as necessary to accommodate changes in program requirements, course content, employment trends, accreditation guidelines, institutional/graduation requirements, and/or other relevant factors.

3. WKU and ITCCI agree that each will observe regional accreditation standards, rules and guidelines and will work cooperatively to comply

*We actually  
record individual  
courses -- needed  
for degree audit  
purposes.*

*J. Meida  
1-8-09*

with reporting requirements from various agencies (e.g., CPE, Dept. of Education, etc.).

4. WKU and ITCCI agree that the CIT program may periodically communicate with IT majors at ITCCI for the purpose of announcing program notifications, upcoming deadlines, preliminary advising, etc. ITCCI agrees to facilitate this communication and reserves the right to evaluate the same for appropriateness for its students.

5. WKU and ITCCI agree to monitor and support the provisions of this agreement to ensure consistency, program quality (at all levels), and transferability for the mutual benefit of all involved parties at both institutions.

6. WKU and/or ITCCI may elect to unilaterally terminate this agreement by providing the other institution with written notice of their intention. Such notice will be given one-year in advance of actual termination. Transfer students who have been admitted to WKU's CIT program will be given a reasonable amount of time to complete their degree requirements.

### III. SIGNATURES

For WKU:



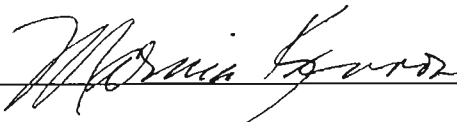
3-22-07

---

Dr. Barbara Burch,  
Provost and Vice-President for Academic Affairs  
Western Kentucky University

Date

For ITCCI:



4/3/07

---

Dr. Marnia Kennon  
Vice President for Academic Affairs  
Ivy Tech Community College of Indiana

Date