

UNIVERSITY OF WISCONSIN SYSTEM
GUIDELINES FOR DEVELOPING
PROGRAM-TO-PROGRAM ARTICULATION AND
DEGREE COMPLETION AGREEMENTS
BETWEEN UW SYSTEM INSTITUTIONS AND WTCS DISTRICTS

February 2005

This document provides procedures and guidelines to UW System institutions for developing program-to-program articulation agreements with districts within the Wisconsin Technical College System.

Other Relevant Documents:

UW System Undergraduate Transfer Policy May 7, 2004
Statement of Principles on UWS/WTCS Credit Transfer (4-7-2000)

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GUIDELINES FOR DEVELOPING PROGRAM-TO-PROGRAM ARTICULATION AND DEGREE COMPLETION AGREEMENTS BETWEEN UWS INSTITUTIONS AND WTCS DISTRICTS

The UW System Undergraduate Transfer Policy encourages UW System institutions to develop degree completion and program-to-program articulation agreements with Wisconsin Technical College System (WTCS) districts where Applied Associate Degree programs have a direct relationship with one of their majors or programs. Completed agreements must be reviewed by the UW System Office of Academic and Student Services (ACSS) prior to implementation. It is the responsibility of the UW institution to forward the completed agreement to UWS for that review. When the review process is complete, ACSS will notify the UW institution, forward a copy of the agreement to WTCS and add the agreement to the TIS list of articulation agreements.

The following guidelines should be used in formulating and reporting such agreements:

1. A programmatic relationship must exist between the WTCS associate degree and the UWS major or program.
2. WTCS courses accepted as part of an articulation agreement should be those that lead to an associate degree. Occasionally a course intended for a diploma or certificate program may be permitted by WTCS to substitute for a course in an associate degree program. Under these circumstances, the UW institution may consider that course for transfer as a part of the articulation agreement. Prior to making such an exception, the Office of Academic and Student Services should be consulted.
3. If WTCS Applied Associate Degree general education courses (presently defined by the WTCS as courses in communications, behavioral and social science, natural science and math) are included as part of the agreement, they should not comprise more than 30 of the total transfer credits unless the courses are required for the UWS major or program.
4. Students must be enrolled in the UWS major or program in which the agreement exists. If the student changes majors or programs or transfers to a different UW institution, the credits may not be transferable unless a similar agreement exists or if they are accepted on a course to course basis.
5. The agreement should be summarized in a written format.

If the agreement includes the transfer of significant credits, e.g. approaching 60 credits or more, it is considered a degree completion agreement. In this case, the written agreement must include:

- Title and number of WTCS program
- Title of UWS program

- WTCS courses that will be accepted in transfer along with the UW equivalents
- UW course requirements that will be considered to be fulfilled by the WTCS courses, including general education, major, and/or other requirements
- Additional UW course requirements that the student will need to complete after transfer including general education, major, and/or other requirements
- Other UW academic requirements such as residency or GPA that the student must satisfy
- Effective date of the agreement
- Signatures of the appropriate WTCS/UW department/program representatives and UW Provost or Chancellor and WTCS Vice President or President.

If the agreement transfers relatively few WTCS credits, e.g. substantially less than half the credits required for the baccalaureate degree, it is referred to as a program-to-program articulation agreement. In this case, the written agreement must include:

- Title and Number of the WTCS associate degree
- Title of the related UWS degree program
- Rationale of how these programs are related
- List of WTCS courses and their UWS equivalents
- An indication of the maximum number of WTCS credits eligible for transfer
- Effective date of the agreement
- Signatures of the appropriate WTCS/UW department/program representatives and UW Provost or Chancellor and WTCS Vice President or President.

Although not required, institutions are encouraged, when feasible, to also include in these program-to-program articulation agreements the additional elements listed above as requirements for the degree completion agreements.