The following is a sample Articulation Agreement. Actual terms and course equivalencies will vary by program. Everything highlighted in yellow requires agreement specific information (name of partner institution, acronym for partner institution, 2+2 or 2+3 or 2+2+1, name and level of the degree, all necessary information for signatures and partner institution coordinator, etc.)

This is simply meant to help guide you through the types of information you should include that are specific to your collaboration, including the term of the agreement (which cannot exceed 5 years and cannot be auto-renewable).

All Articulation Agreements should be accompanied by an Institutional Collaboration Agreement (ICA) if UC does not already have an ICA with the partner institution. UC International will prepare this agreement unless you are trying to use a partner institution’s MOU, in which case we will need to compare the content to our ICA content to make sure we have similar content.

Finally, all Articulation Agreements for undergraduate articulation need to be run by International Admissions prior to sending to UC International for signature and processing.

Charlie Schwartz is the contact at 556-0007.

For questions related to developing an articulation agreement, please contact one of the following:

Mary Watkins, 556-3004
Anne Fugard, 556-2240
AGREEMENT ON DUAL DEGREE PROGRAM

between

UNIVERSITY OF CINCINNATI

and

Partner University

Purpose
This Agreement records the understanding between the University of Cincinnati college name (UC college acronym) and Partner University college name (partner university acronym) and partner college acronym) collectively, the Parties, for the development and delivery of a (2+2 or 3+1 or 4+1+2) (hereafter referred to as an “articulation agreement”) program allowing for credit transfers between UC and partner institution and partner college (partner institution acronym and college acronym), contributing to the award of (bachelor’s, master’s) degrees in ____________.

The Parties agree on the terms and conditions stated below:

1. The Parties

1.1 The University of Cincinnati (UC), (College), hereinafter referred to as (college acronym).

1.2 _________ University (acronym), acting through its (school or college, hereinafter referred to as (acronym).
2. Objectives

2.1 The primary objective of this Articulation Agreement is to develop a program that benefits both (partner acronym) and (UC acronym) by offering (partner acronym) (undergraduate, graduate) students the opportunity to earn a ___________ degree, at the University of Cincinnati (college acronym). Development of this program is anticipated to facilitate further collaborations between (partner university acronym) and UC.

2.2 The Parties seek to establish (2+2, 2+2+1, 3+1+1) undergraduate (and graduate) whereby students from partner institution will be admitted to the undergraduate program at (UC college acronym) (and eventually can be admitted to an UC college acronym master's program).

3. Program Overview

Describe terms of 2+2 or 2+3 or 2+3+1.
What will happen in first 2 years?
What will happen in remaining years?
What degree(s) will be awarded and by which institution(s)
If also allowing successful undergrads to pursue graduate program, define what requirements are and how it will work
What degree will be awarded

4. Admission Standards

Define UC admission requirements for entering program at UC.
How will admissibility be measured?
What are the TOEFL or IELTS requirements?
Any special course requirements pre-UC admission?
Minimum grade point average

(See example below)
4.1 Students will be required to satisfy the requirements for a U.S. student visa after being admitted to Stage 2 of the program.
4.2 Students will be admitted to the partner institution-based component of the program through written examination and interview.

4.3 Before being admitted to the UC college acronym portion of the undergraduate program, students will be required to achieve English language scores of 79 or greater on the TOFEL or 6.5 on the IELTS. They will need to complete the equivalent of one semester of calculus. Students should have a minimum grade point average of 2.5 or 75% on work completed at partner institution. (Refer to Appendix 1 for course requirements and equivalencies.)

4.4 During their final undergraduate year at UC college acronym, partner institution students should complete the Graduate Management Admissions Test (GMAT). Admissions standards vary for the different master’s programs, but most require a minimum of 600. Admissions decisions will consider the GMAT and grade point average, along with other criterion noted in the application. Students who have obtained a grade point average of 3.5 or above for Stage 2 their program do not need to complete the GMAT exam.

4.5 While studying at both Universities, students will be required to comply with all the regulations and requirements of each institution and be subject to any authorized changes to those regulations such as fees adjustments, etc. Notwithstanding this provision, both UC college acronym and partner institution will recognize their continuing commitment to students within the joint program from their time of admission at partner institution.

4.6 Compared with equivalent applicants from outside of UC, partner institution students who successfully complete all the requirements will be given priority in admission into the graduate program.

5. Responsibilities of the Parties

5.1 Partner institution agrees to the following responsibilities and obligations:

5.1.1 To ensure program approval from the relevant decision-making bodies in partner institution.

5.1.2 To promote the Joint Program and recruit students.

5.1.3 To collaborate with UC college acronym in selecting potential students for interview, if necessary.
5.1.4 Partner institution shall forward completed transfer application forms to Admissions Office of the University of Cincinnati by the posted application deadlines.

5.1.5 To provide students with English language training, tutorial, and preparatory courses taught in English at partner institution to ensure student quality.

5.1.6 Partner institution is responsible for accepting returning students who cannot, for academic or other reasons, continue their study at UC college acronym.

5.1.7 For students who return to country having completed degree requirements at UC college acronym, partner institution will assess successfully completed UC college acronym courses for possible credit transfer, so that these courses count towards the eventual degree completion at partner institution.

5.1.8 For students who return to country having not completed degree requirements at UC college acronym, partner institution will assess successfully completed UC college acronym courses for possible credit transfer, so that these courses count towards the eventual degree completion at partner institution.

5.2 UC college acronym agrees to the following responsibilities and obligations:

5.2.1 To ensure program approval from the relevant decision-making bodies in UC.

5.2.2 To promote the Joint Program and participate in recruiting students.

5.2.3 To liaise with the U.S.A Embassy throughout the program and assist in the F-1 visa application process for students who complete Stage 1 of the program.

5.2.4 To provide students with information about accommodation on campus and in the area. Note that information that is provided is not an endorsement of the housing.

5.2.5 According to the Articulation Document, UC college acronym will accept successfully completed courses as noted on that document and taught at partner institution during Stage 1 of the program, including the one year preparatory classes held by partner institution, for credit transfer so that these courses count towards the eventual degree completion at UC college acronym.

5.2.6 To provide partner institution students with clear guidelines for Stage 1 performance at partner institution that could lead to admission to the undergraduate UC college acronym. UC college acronym shall subject all applicants who have completed
Stage 1 for admission to the Stage 2. UC college acronym shall subject all applicants who have completed Stage 1 and Stage 2 for admission to Stage 3 with the same requirements of scores on the Graduate Management Admission Tests (GMAT) or other approved tests, as well as meeting other admissions criteria (such as academic records, work experience, and letters of recommendation). Students must score a minimum of XXX on GMAT and XXX on TOFEL for admission. Students scoring below those minimums will be considered on a case-by-case basis.

5.2.7 To provide students with access to scholarship application.

6. Finances

6.1 Unless otherwise specified and agreed in written form by the Parties, each Party will meet the financial costs associated with delivering the academic components of the Joint Program in their respective countries.

6.2 Each party will determine the student tuition fees for its component of the Joint Program. In UC college acronym’s case, students will be charged regular student tuition fees.

6.3 Students who have completed Stage 1 and have maintained a grade point average of 3.25 or above will be considered for scholarships. The amount of the scholarship will depend on their grade point average. Students applying for admission to masters programs (Stage 3) will be considered for scholarships. The amount of the award will depend on the grade point averaged earned at UC and GMAT (if required).

6.4 Both parties reserve the right to change their fees for any component of the program. Students already progressing through the program may experience a change of fees in line with changes affecting all other students at their respective universities.

6.5 Partner institution acronym students, while at UC, are responsible for tuition and fees, room and meal costs, travel, health and accident insurance, books and supplies, and incidental expenses.

6.6. All students must purchase UC health insurance. The cost of that coverage is added to the student’s bill.

6.7 For students who apply for on-campus housing, the UC Office of Housing and Food Services requires payment of a deposit at the time a student applies for housing and a dining plan. Application for housing and dining and payment of the deposit should take
place well in advance of arrival at UC. The cost of housing and dining plan depends upon options selected by each student. Payment of the deposit can be made by credit card or by check. The UC Office of Housing and Food Services will submit an invoice to each student prior to the start of the quarter. Payment is due in full when classes begin. Payments for housing and dining are to be made directly to the University of Cincinnati. On-campus housing cannot be guaranteed. Early application is critical.

7. Term, Variation, Numbers, and Termination

7.1 This Agreement will be effective for a period of (3-5) years from the date of signing.

7.2 This Agreement may be varied or modified by mutual written agreement.

7.2.1 Amendment. The written provisions contained in this Agreement constitute the sole and entire agreement made between the Institutions and supersedes all prior or contemporaneous agreements, discussions, or representations, oral or written, with respect to the subject matter hereof. Any amendments or renewals to this Agreement shall not be valid unless made in writing and signed by both Institutions.

7.3 Either party will be entitled at any time, at its discretion, to terminate the Program by giving written notice six (6) months beforehand to the other. Such termination will not adversely affect any students currently enrolled at any stage of the Joint Program. Each party will ensure that adequate arrangements are made to complete all commitments before the Programme is terminated.

7.4 Either party will be entitled at any time, at its absolute discretion, to terminate the Program by giving written notice six (6) months beforehand to the other. Such termination will not adversely affect any students currently enrolled at any stage of the Joint Program. Each party will ensure that adequate arrangements are made to complete all commitments before the Program is terminated.


8.1 Force Majeure. An Institution shall not be responsible for failure to perform any of the obligations imposed by this Agreement, provided such failure shall be occasioned by fire, flood, explosion, lightning, windstorm, earthquake, subsidence of soil, failure or destruction, in whole or in part, of machinery or equipment or failure of supply of materials, discontinuity in the supply of power, governmental interference, civil commotion, riot, war, strikes, labor disturbance, transportation difficulties, labor shortage, or any other cause beyond the reasonable control of such Institution.
8.2 **Agency.** The Institutions agree that, during the term of this Agreement, the Institutions are engaged with each other as independent contractors and not as a joint venture, partnership, trust, association, corporation, or formal business organization of any kind. Except as expressly provided herein, neither Institution shall have the right to bind or obligate the other Institution in any manner without the other Institution’s prior written consent.

8.3 **Language.** If this agreement is translated into a language other than the English language, the document in the English language shall be the official, binding version.

**9. Program Coordinators**

Each institution will designate an office and an individual within that office (the “Coordinator”) to oversee the activity. Coordinators should communicate regularly with each other.

Coordinators are responsible for tracking student numbers, assuring balance in the programs, suggesting needed modifications, and handling problems. Coordinators will provide their counterparts with up-to-date information on their own institution and its programs, including any special requirements they may have for exchange students.

Coordinators may assign or delegate aspects of the program to other people, such as faculty advisers. Coordinators are responsible for ensuring that these other individuals perform in a satisfactory way.
The program coordinators are as follows:

**University of Cincinnati**

Name
Title
College
University of Cincinnati
Email:

Name
Title
University of Cincinnati
Email:

**Partner Institution**

Name
Title
College
Partner Institution
Email:

Name
Title
College
Partner Institution
Email:

10. **Intellectual Property** (if applicable)
10.1 Each party will retain individual ownership of all existing intellectual property rights in any contribution made by that party to the development of a program, or which it discloses to the other party in the course of performing its responsibilities under this Agreement.

10.2 Unless otherwise agreed, the parties shall jointly own all intellectual property jointly developed in relation to any program, with each party having any unrestricted license to use this jointly owned intellectual property during or after the term of this Agreement.

11. **Dispute Resolution**
Both parties shall endeavour to resolve any issue arising as to the interpretation of any provision of this Agreement, or in respect to any of the responsibilities of either party. If
the dispute or difference is not settled by agreement within 30 working days of the dispute arising, then, unless agreed otherwise, it shall be referred to a qualified mediator agreed by the parties.
Signature Page

Final acceptance of this Agreement is subject to ratification by the Governing Bodies of the Parties.

IN WITNESS WHEREOF, this Agreement was executed on the date written below.

<table>
<thead>
<tr>
<th>University of Cincinnati</th>
<th>Partner Institution</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name: __________________</td>
<td>Name: _______________</td>
</tr>
<tr>
<td>Title: (Dean, College of</td>
<td>Title: ______________</td>
</tr>
</tbody>
</table>

_______________________________  ______________________________
Date:                           Date:

Name: Dr. Raj Mehta
Title: Vice Provost for International Affairs

_______________________________  ______________________________
Date:                           Date:

Name:________________________
Title:________________________

_______________________________  ______________________________
Date:                           Date:
### Example of Course Equivalencies

**UC (College & Degree) Courses by Requirement**

**Areas for Partner Institution**

**Requirements for Advanced Standing**

<table>
<thead>
<tr>
<th>University of Cincinnati Course</th>
<th>Partner Institution Course</th>
<th>UC Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>English Composition Coursework</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENGL 1001, English Composition</td>
<td>No equivalent course. English course placement determined by UC English as a Second Language program. Courses taken at UC.</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 2089, Intermediate Composition</td>
<td>No equivalent course. English course placement determined by UC English as a Second Language program. Courses taken at UC.</td>
<td>3</td>
</tr>
<tr>
<td><strong>Calculus Coursework</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MATH 1044, Applied Calculus 1</td>
<td>One Variable Calculus C (One Variable Calculus A = MATH1061)</td>
<td>3</td>
</tr>
<tr>
<td>MATH 1045, Applied Calculus 2</td>
<td>Multi-Variable Calculus C (Multi-Variable Calculus A = MATH 1062 and 2063)</td>
<td>3</td>
</tr>
<tr>
<td><strong>General Education Requirements</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Natural Sciences</td>
<td>Examples:</td>
<td>6 total credit hours, typically 2 courses</td>
</tr>
<tr>
<td></td>
<td>College Physics B (Part I)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>College Physics B (Part II)</td>
<td></td>
</tr>
<tr>
<td>Fine Arts, Historical Perspective, Humanities &amp; Literature, and Social Science</td>
<td>Examples:</td>
<td>6 total credit hours, typically 2 courses from any of the categories in the left column</td>
</tr>
<tr>
<td></td>
<td>Ideological Thought and Moral Cultivation</td>
<td></td>
</tr>
<tr>
<td></td>
<td>An Outlined History of Modern China</td>
<td></td>
</tr>
<tr>
<td><strong>Foreign Language or Study Abroad Requirement</strong></td>
<td>Students fluent in Chinese and English substitute Free Electives or use UC ESL courses taken while at UC</td>
<td>6 total credit hours</td>
</tr>
</tbody>
</table>
to fulfill this requirement.

<table>
<thead>
<tr>
<th>First Year Business Courses</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>BA 1041, Business Pathways I</td>
<td>Substitute Free Elective or ESL Course taken at UC.</td>
</tr>
<tr>
<td>BA 1042, Business Pathways II</td>
<td>2 total credit hours</td>
</tr>
<tr>
<td>MGMT 1051, Essentials of Business I MGMT 1052, Essentials of Business II</td>
<td>Substitute a business course not applying to student’s selected major.</td>
</tr>
<tr>
<td></td>
<td>3 total credit hours</td>
</tr>
<tr>
<td>ECON 1001, Intro to Microeconomics</td>
<td>Microeconomics</td>
</tr>
<tr>
<td></td>
<td>3</td>
</tr>
<tr>
<td>ECON 1002, Intro to Macroeconomics</td>
<td>Macroeconomics</td>
</tr>
<tr>
<td></td>
<td>3</td>
</tr>
<tr>
<td>COOP 1001, Intro to Co-op</td>
<td>No equivalent course. Most transfer students will substitute free elective as they have exceeded co-op eligibility. Co-op requires a student to have over two years of coursework remaining.</td>
</tr>
<tr>
<td></td>
<td>1</td>
</tr>
<tr>
<td>COMM 2081, Business Communication</td>
<td>Communication and Business Culture</td>
</tr>
<tr>
<td></td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Lower Business Core Coursework</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 2081, Financial Acct</td>
<td>Financial Accounting</td>
</tr>
<tr>
<td>ACCT 2082, Managerial Acct</td>
<td>3</td>
</tr>
<tr>
<td>BLAW 2080, Legal Environment</td>
<td>International coursework not accepted. Course must be taken at UC.</td>
</tr>
<tr>
<td>IS 2080C, Digital Tech for Business</td>
<td>Management Information Systems</td>
</tr>
<tr>
<td>MKTG 2080, Intro to Marketing</td>
<td>Marketing</td>
</tr>
<tr>
<td>BANA 2081, Business Analytics I</td>
<td>Probability and Statistics A</td>
</tr>
<tr>
<td>BANA 2082, Business Analytics II</td>
<td>Statistics I</td>
</tr>
<tr>
<td></td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Upper Business Core Coursework</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>BA 3080, Business Professionalism</td>
<td>No equivalent course. Must be taken at UC.</td>
</tr>
<tr>
<td>FIN 3080C, Business Finance</td>
<td>Finance</td>
</tr>
<tr>
<td>INTB 3080, Global Envnt. of Business</td>
<td>International Business</td>
</tr>
<tr>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
</tr>
<tr>
<td>-------------------</td>
<td>-------------------------------------</td>
</tr>
<tr>
<td>MGMT 3080</td>
<td>Management</td>
</tr>
<tr>
<td>OM 3080</td>
<td>Operations Management</td>
</tr>
<tr>
<td>BA 5080</td>
<td>Business Strategy</td>
</tr>
</tbody>
</table>