



**ARTICULATION AGREEMENT
Capella University and Florida Keys Community College**

This agreement is entered into as May 10th, 2010 by and between Florida Keys Community College (Key West, FL), hereinafter Florida Keys Community College, and by Capella University* (Minneapolis, MN), hereinafter Capella University.

PURPOSE

The agreement has as its sole purpose the establishment of a relationship of mutual benefit between Florida Keys Community College and Capella University in order to make baccalaureate and graduate programs available to faculty, staff and graduates of Florida Keys Community College.

This Articulation Agreement includes a Course-to-Course transfer agreement between Florida Keys Community College and Capella University, which is intended to allow holders of Florida Keys Community College credits to transfer approved credit hours into a Capella University program of study.

DESCRIPTION OF THE RELATIONSHIP FOR THE BACCALAUREATE DEGREE PROGRAMS

1. Capella University will award quarter transfer credit for approved Florida Keys Community College courses into one of the bachelor programs listed below:

- Bachelors of Science in Business Specializations (including all listed specializations)
- Bachelors of Public Administration
- Bachelors of Science in Information Technology Specializations (including all listed specializations)
- Bachelors of Science in Public Safety Specializations (including all listed Specializations)
- Bachelors of Science in Nursing (only applicable for individuals holding a valid RN license)
- Bachelors of Science in Psychology (including all listed specializations)

Also included in this Articulation Agreement between Capella University and Florida Keys Community College are specific degree-to-degree agreements based on the 2009-2010 catalog, allowing Florida Keys Community College graduates to be awarded specific credit hours to start at a junior standing into a Capella University program of study. Specific degree program articulation agreements between Capella University bachelor degree programs and Florida Keys Community College Associate in Arts, Associate in Science, or Associate in Applied Science degrees are:

Florida Keys Community College degree	To	Capella University Bachelors Degree Program
Associate in Arts		BS Psychology General Psychology
Associate in Arts		BS Business (all specializations)
AS Nursing		BS Nursing
AAS Business Administration (General Business)		BS Business Business Administration

AAS Business Administration (Financial Management)		BS Business Business Administration
AAS Business Administration (Small Business Management)		BS Business Business Administration
AAS Business Administration (Accounting)		BS Business Business Administration

2. Students from Florida Keys Community College must graduate from Florida Keys Community College with an Associate in Arts (AA), Associate in Science (AS), or Associate in Applied Science (AAS) degree and have an overall GPA of at least 2.0 on a 4.0 scale, as calculated by Florida Keys Community College.
3. The Associate of Arts and Associate of Science degree programs at Florida Keys Community College require a total of at least 60 semester, equivalent to at least 90 quarter, hours credit for graduation. The general education core includes study in the areas of English composition, humanities and fine arts, natural sciences and mathematics, and social and behavioral sciences.

Florida Keys Community College students who have completed the general education core will be considered to have fulfilled the lower-division general education requirements for Capella University.

4. All college-level courses, meeting Capella University transfer requirements, at Florida Keys Community College will be evaluated for transfer into Capella University Baccalaureate degree programs up to a maximum of 144 quarter (96 semester) hours of academic credit.
5. Learners must complete a minimum of 50 percent of their core and specialization courses at Capella University.
6. Students from Florida Keys Community College must meet all other admission criteria documented in the current Capella University catalog. Applicants to the School of Undergraduate Studies' BSN degree program must have a current, unrestricted RN license to practice in the United States and one year of licensed RN work experience.

ADDITIONAL BENEFITS PROVIDED BY CAPELLA UNIVERSITY

1. Eligible Florida Keys Community College faculty, staff and graduates will receive a 10% tuition reduction on all Capella courses, excluding fees, beginning with the date of articulation agreement as long as articulation agreement is in effect. The tuition discount is not retroactive.
2. Capella will extend a \$500 tuition grant to all faculty, staff, and graduates that enroll in the first 6 months of the Capella University/Florida Keys Community College alliance. The grant promotion is only available when a specific launch communication is directly sent to all faculty and staff announcing the relationship. The grant will be paid out over the first two consecutive quarters of enrollment in equal \$250 disbursements.
3. Capella extends exclusive benefits and expert resources to our U.S. Armed Forces learners including;
 - Tuition discounts of up to 15%
 - Credit for military training

- Post-9/11 GI Bill and Yellow Ribbon program
- Dedicated military support services team
- Flexible military leave policy

4. Capella will provide a welcome page specifically for Florida Keys Community College faculty, staff and graduates on the Capella website (www.capella.edu/communitycollege).
5. Capella will list Florida Keys Community College as an alliance member on an internal site utilized by Capella learners and/or on the main Capella website and maintain a link that will direct learners to Florida Keys Community College's website.
6. Capella will provide marketing assistance, literature and other information to (Florida Keys Community College to support its efforts in promoting continued education.
7. Capella will provide Florida Keys Community College updated degree and transfer materials for learners and graduates.
8. When permissible, Capella will participate in Florida Keys Community College transfer fairs, graduates events and faculty/staff development opportunities.
9. Capella is willing to work with Florida Keys Community College to co-sponsor a cohort learning group, a team of faculty and/or staff on a degree track together (minimum level of participants is required).
10. Capella will provide an Alliance Manager as the primary contact for Florida Keys Community College to facilitate the Articulation Agreement.
11. Capella will share information regarding the aggregate number of enrollments and courses taken by Florida Keys Community College faculty, staff and graduates on an annual basis.
12. When permissible Florida Keys Community College will be invited to various networking events hosted by Capella and attended by local Higher Education Alliance Program participants.
13. Capella may have faculty members available for on-site or web-based presentations on topical issues that are relevant to professionals in the education industry. Examples include *Trends and Challenges in Higher Education*, *Academic Standards in Online Teaching and Curriculum*, *Instructional Design in Online Learning*, and *Succession Planning: Addressing the Leadership Gap in Higher Education*.

Faculty participation is subject to availability and may be at the expense of Florida Keys Community College.

Florida Keys Community College PARTICIPATION GUIDELINES

1. Florida Keys Community College will assign a primary point of contact person to work with the Alliance Manager in order to effectively implement participation benefits to faculty, staff and graduates.
2. Florida Keys Community College will work with Capella to develop an appropriate communication plan that allows faculty, staff and graduates access to the benefits of this agreement. (Communications may take a variety of forms including but not limited to messaging within graduate publications, student newspaper, faculty newsletter, Internet

or intranet placement, and where permissible participation in a transfer event and/or faculty/staff development opportunity.)

3. Florida Keys Community College will distribute and/or make available updated degree and transfer information from Capella University to its learners via their transfer or career center.

GUIDING PRINCIPLES FOR BOTH PARTICIPATING INSTITUTIONS

1. Implementation and interpretation of this Articulation Agreement will be consistent with applicable and mandatory policies and procedures established by the accrediting and governing bodies of the institution and other agencies having jurisdiction over the operation of either institution.
2. Participation of learners in the degree programs will be permitted in compliance with the applicable federal, state, and local non-discrimination laws and regulations.
3. Both institutions shall advertise the provisions of this agreement so that it is disseminated to all prospective and existing learners by reasonable means. This could include but is not limited to, student catalogs, transfer guides, program brochures, intranet or Internet sites, and other advertising.
4. Both institutions may issue joint press releases and other announcements with prior approval from both parties.
5. Both institutions shall maintain their accreditation with their regional accrediting associations and any other accreditation currently in existence pertaining to this degree program.
6. Both institutions shall have the common goal of developing a comprehensive and seamless services infrastructure for this program.
7. Both institutions may build and maintain a link on their intranet and/or their internet site that posts employment information so that students and alumni may research employment opportunities with alliance institutions.

DURATION AND TERMINATION OF THIS AGREEMENT

The agreement will remain in effect for one year and automatically renewed thereafter as long as the obligations of the relationships are met by both parties. This agreement will be reviewed annually for changes to degree and general education requirements at both Capella University and Florida Keys Community College. Either party may terminate participation in the Articulation Agreement with 90-days notice. Tuition and fee rates, admission criteria and academic and other requirements will be subject to the Capella University Catalog at the time of the learner's admission to Capella. Active learners at the time of termination will be grandfathered in and receive tuition discount until such time they become discontinued from the program.

Capella will establish a procedure to assist in identifying Florida Keys Community College faculty, staff and graduates by the time of application. However, it is ultimately the responsibility of the Florida Keys Community College affiliated learner to identify themselves in order to receive the tuition discount and be considered a participant in the Articulation Agreement. In the event the affiliated learner officially notifies Capella after they begin their coursework, the tuition discount

will not be retroactive and their participation in the benefits of the Articulation Agreement will begin in the following academic quarter. Periodically, Capella University will verify the learner's continued relationship with the member institution to determine eligibility of discount status. If the learner is no longer an employee or faculty member, their discount may be revoked on a go-forward basis.

REVISIONS TO AGREEMENT

Amendments and/or revisions to the Agreement may be made in writing at any time by mutual consent of all parties. Such amendments and/or revisions signed by authorized representatives of both parties shall be prepared in the form of an Addendum Agreement. The procedure for approval of such addenda and/or revisions shall follow the same procedure employed in securing approval of all parties in the original cooperative agreement. Each of the parties shall work cooperatively to review, at least annually, and to update each year as appropriate, specific items or operational procedures included in this agreement.

SIGNATURES OF PARTICIPATING INSTITUTIONS

Dr. Larry Tyree, President
Florida Keys Community College

Date

Shannon Cisewski, Associate Registrar
Capella University

Date

Feranda Williamson, Dean of SOUS
Capella University

Date

*Capella University's Accreditation

Capella University is accredited by The Higher Learning Commission and a member of the North Central Association of Colleges and Schools (NCA), 30 N. LaSalle, Suite 2400, Chicago, IL 60602-2504, (312) 263-0456, www.ncahigherlearningcommission.org. The Higher Learning Commission grants regional accreditation, the type most common for major public, state, and private universities.