



**ARTICULATION AGREEMENT**  
Between  
**PALM BEACH STATE COLLEGE**  
Lake Worth, Florida USA  
And  
**ST. THOMAS UNIVERSITY, INC.**  
Miami, Florida USA



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**THIS ARTICULATION AGREEMENT** (the "Agreement") is entered into this \_\_\_ day of \_\_\_\_\_, 2012, by and between Palm Beach State College (hereinafter referred to as "PBSC"), with an address at 4200 Congress Avenue, Lake Worth, Florida 33461 and St. Thomas University, Inc. (hereinafter referred to as "STU"), with an address at 16401 NW 37<sup>th</sup> Avenue, Miami Gardens, Florida, USA.

**WHEREAS**, PBSC and STU desire to coordinate curricula so PBSC graduates may move easily from the Fire Science AS degree in a particular sequence of courses to the appropriate courses at STU; and

**WHEREAS**, the purpose of this Agreement is to facilitate the transfer of graduates from PBSC, in particular at the time of their completion of the Associate of Arts (AA) and Associate of Science (AS) degrees, to the junior year or the upper division status at STU; and

**WHEREAS**, it is hoped that this Agreement will stimulate communication and interchange between the faculties of the two institutions and thus enhance the educational quality of both institutions; and

**WHEREAS**, the PBSC graduates enrolled under this Agreement will benefit from any special tuition fee based on the particular program of enrollment; and

**WHEREAS**, the cooperation and coordination outlined in this Agreement will be an ongoing continuous process, which will be further defined and amplified over time;

**THEREFORE**, the parties hereto agree to cooperate in the following ways to articulate programs so that PBSC graduates may take full advantage of educational opportunities and financial benefits best suited to their individual needs.

**ARTICLE I. General Conditions of this Agreement:** During the period of this Agreement, STU will adhere to the following terms relative to PBSC graduates seeking transfer:

- a) All areas of studies in all Schools and the College will accept PBSC graduates under the Agreement.

- b) The Associate of Arts (AA) degree shall be recognized as the basic transfer degree and, as such, the primary basis for admission as transfer students to upper division programs of study. PBSC graduates transferring with an Associate of Arts (AA) degree shall be awarded 60 semester credit hours for successfully completed college level work. Graduates transferring with an Associate of Science (AS) degree in Fire Science are eligible to transfer up to 60 semester hours of credit to STU and enter STU as a junior.
- c) A PBSC graduate with an associate degree, transferring under the terms of this Agreement shall be governed by the graduation requirements set forth in PBSC's catalog in effect at the time of the student's initial enrollment at PBSC.

**The graduation policy of PBSC is as follows:**

*Students who have maintained continuous enrollment have the option of graduating under the catalog in effect at the time they enter the College or any catalog in effect during the student's continuous enrollment, as long as the catalog chosen is not more than five years old. Continuous enrollment may be maintained by enrollment in one credit or PSAV course for a minimum of one term per academic year.*

*If students choose a new catalog, all requirements from the new catalog must be met for graduation. If continuous enrollment is maintained for a period of more than five years, the catalog five years previous will be chosen for them, unless students specify otherwise. If attendance is interrupted by 12 months, students must graduate under the catalog in effect when they are readmitted or any future catalog within five years of the date of graduation (as in above statement). The College does not guarantee that courses will always be available. Some courses or programs may be discontinued. The College reserves the right to change the curriculum as necessary.*

- d) The grading policies as established by PBSC and the grades given will be honored by STU and the grade point average will not be recalculated, nor grades changed in determining admissions. The grade of "D" shall transfer and count toward the baccalaureate in the same as "D" grades obtained by students at STU, provided that the student has earned and been awarded the AA or AS degree. Whether courses with "D" grades in the major satisfy requirements in the major field may be decided by the University department, school or college.
- e) A PBSC graduate with an AA degree transferring under the terms of this Agreement shall be considered as having completed 36 credits of the 42 credit general education requirements for STU as long as the transferring student has completed the minimum general education requirements of the Commission on Colleges of the Southern Association of Colleges and Schools (SACS) for the Bachelor of Arts and Bachelor of Science degrees. In order to complete the 42 general education credits, PBSC graduates will be required to complete one Religion course and a Philosophy course in Ethics at STU, unless these courses have been completed at PBSC prior to matriculation at STU. In addition, PBSC graduates who transfer to STU will



complete one course designated as a Catholic Identity course and one designated as a Diversity course. These courses are normally completed as part of the major at STU.

- f) Accordingly, PBSC Fire Science AS degrees holders may be required to complete additional General Education credit hours to meet STU's degree requirements.
- g) STU has full authority to decide the program academic requirements for a baccalaureate degree, including prerequisite courses required for admission normally taken in the lower division. STU shall specify and publish the programs articulated with the AA and AS degrees, the number of lower-division college students that may be admitted, the program prerequisite, other admissions criteria, and the program degree course requirements. This information will be given to the Articulation Officer of PBSC listed under **ARTICLE XI**.
- h) STU shall develop course equivalency tables specifically for program prerequisites and course requirements for each program designated to articulate with the AA and AS degree.
- i) Students must have a minimum cumulative G.P.A. of 2.0 to participate in this Agreement.
- j) This Agreement is academic only in nature. Applicable scholarships or financial aid resources need to be discussed and agreed on with the PBSC Financial Aid Director.

**This Agreement applies to all PBSC graduates** who complete an associate degree while PBSC is authorized to operate as a Regionally Accredited Institution of Higher Education by the Commission on Colleges of the Southern Association of Colleges and Schools (SACS) and the Florida Board of Education.

**This Agreement will apply to all PBSC courses** as long as PBSC is authorized to operate as a Regionally Accredited Institution of Higher Education by the Commission on Colleges of the Southern Association of Colleges and Schools (SACS) and the Florida Board of Education.

**ARTICLE II. Academic Rules and Regulations:** Unless stated otherwise in this Agreement all academic rules and requirements stated in the applicable STU catalog will apply.

**STU General Education Requirements (GER) is 42 credits.**

General Education Requirements are defined by programs and based on this articulation any GER not fulfilled at PBSC must be completed at STU. A listing of General Education Requirement courses will be provided by each program impacted by this agreement.

**ARTICLE III. Fees:** Tuition and other fees are program specific and will be assessed on the mandatory credit hours plus any additional courses that may be required of some students to satisfactorily complete the degree requirement. The student is responsible for all additional fees and expenses associated with their course of study at the University including but not limited to, housing,

transportation, health insurance, if that student studies in residence at the University. Additional fees may not apply if students study via distance education.

**ARTICLE IV. Academic Rules and Regulations:** Unless stated otherwise in this Agreement, all academic rules and requirements stated in the applicable STU catalog will apply.

**ARTICLE V. Obligations of Palm Beach State College:** During the period of this Agreement with STU, PBSC will perform the following:

- a) This Agreement between PBSC and STU will be publicized among the faculty and students.
- b) Information on the recommended core requirements of STU will be made available to all interested PBSC faculty, counselors, and students.
- c) STU will provide promotional material to market the program in PBSC. STU will send a representative to PBSC at least twice a year to interview student candidates. Other interviews will be held using video conferencing or other electronic media.
- d) All promotional materials about this Agreement prepared by PBSC must be approved by STU.

**ARTICLE VI. Equal Opportunity:** The parties agree to provide equal enrollment opportunities to all persons regardless of race, color, religion, gender, age, national origin, sexual orientation, economic status, disability, or marital status during the term of this agreement.

**ARTICLE VII. Third Party Obligations:** This Agreement is made solely for the benefit of the parties hereto, and is not intended to create third party beneficiaries.

**ARTICLE VIII. Applicable Law:** This Agreement shall be governed by and construed in accordance with the laws of the State of Florida and the rules of the State Board of Education.

**ARTICLE IX. Parties Bound:** This Agreement shall bind the parties hereto, together with their respective successors and assignees.

**ARTICLE X. Other Provisions:** Student conferences are to be arranged through a separate agreement with the Vice President of Student Services' Office at PBSC. Curriculum action at PBSC is only made in the best interest of PBSC students.

**ARTICLE XI. Arbitration:** Both institutions agree to:

- appoint an agreement coordinator to coordinate activities of the Agreement;
- monitor student progress and evaluate and improve the program;



problems and work cooperatively to adjust details of course sequence and content so that students can transfer without academic disruption;

- notify each other concerning any curricular changes that would affect the future of this Agreement. Any curricular changes implemented by PBSC affecting PBSC's AA degree or Fire Science AS degree will result in a reevaluation by STU on how they affect this Agreement; and
- exchange any other information that PBSC and STU believe will be helpful to monitor and assure the academic success of participating students.

## CONTACT INFORMATION

### *Palm Beach State College:*

**Kathleen A. Gamble**  
Academic Coordinator  
Academic Services  
**Palm Beach State College**  
4200 Congress Avenue  
MS #51  
Lake Worth, FL 33461  
(561) 868-3893  
[gamblek@palmbeachstate.edu](mailto:gamblek@palmbeachstate.edu)

### *St. Thomas University, Inc.*

**Hilroy A. Thomas, Ed.D.**  
Associate Dean  
School of Leadership Studies  
**St. Thomas University**  
16401 NW 37<sup>th</sup> Avenue  
Sullivan Hall, Room #205  
Miami Garden, FL 33054  
(305) 628-6756  
[hthomas@stu.edu](mailto:hthomas@stu.edu)

**ARTICLE XII. Termination/Modification:** This Agreement may be terminated by either party by sending written notice of the termination to the other party. The notice shall state the effective date of termination, which shall be at least sixty (60) days after the date on which the notice is received by the other institution.

The terms of this Agreement shall be in effect with respect to all students who were enrolled in PBSC during the term of the agreement prior to termination. Those students shall continue to receive the benefits of the Agreement after termination, provided they enroll at STU with eighteen (18) months of the effective date of termination.

This Agreement is effective upon execution/signing of both parties and, unless earlier terminated as provided herein, and is subject to review, renewal and/or termination in June 2017 unless extended by mutual written consent.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be created in originals by their duly authorized representatives as of the day and year written above.

**PALM BEACH STATE COLLEGE**  
Lake Worth, Florida USA

**ST. THOMAS UNIVERSITY, INC.**  
Miami, Florida USA

*Dennis P. Gallon, Ph.D.*  
President

*Rev. Monsignor Franklyn M. Casale*  
President

*August 24, 2012*  
Date:

*9-14-12*  
Date:

*Sharon A. Sass, Ph.D.*  
Vice President for Academic Affairs

*Gregory S. Chan, Ed.D.*  
Provost of the University & Chief Academic Officer

*August 24, 2012*  
Date:

*9-13-12*  
Date:

Any modifications, addition, or deletions to this Agreement must be in writing and signed by both parties.

Original document with signatures on file in Academic Services.