



**PATHWAYS TRANSFER PROGRAM ARTICULATION AGREEMENT
FOR THE TRANSFER OF STUDENTS FROM SUNY CAYUGA COMMUNITY COLLEGE INTO
THE BACHELOR'S DEGREE PROGRAMS AT SUNY EMPIRE STATE COLLEGE**

Empire State College (ESC), and Cayuga Community College (CCC), both of the State University of New York, agree to enter into this Pathways Transfer Program Agreement (Agreement). This Agreement assures that qualified students completing any Associate in Arts (AA), Associate in Science (AS), or Associate of Applied Science (AAS) degree at Cayuga Community College will be able to transfer seamlessly to Empire State College.¹ This Agreement also establishes procedures for graduates of Cayuga Community College to obtain the appropriate bachelor's degree (BA, BS, and BPS) at Empire State College.

How the Pathways Transfer Program Works

During their first year at Empire State College, students in the Pathways Transfer Program may, with advisement, opt to cross-register for up to 15 additional credits at Cayuga Community College beyond the associate degree.² These lower-division credits will be applicable to the baccalaureate degree program by satisfying SUNY General Education requirements or needed pre-requisite courses.

Up to 79 total lower-division credits can be transferred in, leaving at least 45 upper-division credits to be completed towards the 124 credit bachelor's degree at Empire State College. This includes 24 upper-division credits within the student's selected concentration, consistent with the College's requirements for a bachelor's degree. Each participating student will be able to transfer all credits earned as part of their associate degree to Empire State College, as long as they fit into the student's designed bachelor's degree program.

Academic Programs

Empire State College offers a wide range of bachelor's degree program options that align with many of the associate degree programs at Cayuga Community College. For a list of bachelor's degree programs, please refer to www.esc.edu/degrees-programs/.

In addition, students have the option of designing a bachelor's degree program that builds on their associate degree and is tailored to their unique interests and goals. Working with a faculty mentor, students may design their own degree concentration within one of 12 broad areas of study or the School of Nursing and Allied Health.

¹ As per ESC policy, Associate in Occupational Studies (AOS) degrees are evaluated on a course-by-course basis. D grades earned as part of an AOS degree are not transferable, even if the student completed the AOS.

² Students may transfer up to 79 lower-division credits, or 93 total advanced standing credits, to Empire State College.

Empire State College has a location on the Cayuga Community College campus in Auburn. Therefore, students can earn their degree without having to leave their home community. The flexibility of the educational model allows them to customize their courses to fit around their family, work and community commitments. Students are able to combine a number of course modalities into their degree program including online courses, independent studies, seminars and small group studies, residencies, and cross registration at other colleges (with advisement).

Benefits for Cayuga Community College Transfer Students

Empire State College will provide the following benefits for participating Cayuga Community College students:

- Waiver of the \$50 orientation fee
- Provision of a \$100 transfer scholarship in the first term of matriculated enrollment at Empire State College
- Guaranteed admission to a bachelor's degree program³

To be eligible, Cayuga Community College transfer students must have completed an associate degree within the last 3 years, or be in their final semester of completing an associate degree.⁴

A unique application code for interested students to use during the admissions application process will be created by Empire State College and provided to appropriate staff members in the transfer advisement office at Cayuga Community College.

Benefits for Employees of Cayuga Community College

Employees of Cayuga Community College may participate in the Pathways Transfer Program and become undergraduate or graduate students at Empire State College by way of this Agreement. Employees who already hold an associate degree are eligible for the benefits as listed above for transfer students. Further, employees who hold a bachelor's degree and wish to pursue a graduate degree at Empire State College are eligible for the following benefits:

- Waiver of the \$50 graduate admission / orientation fee
- \$100 graduate student scholarship in the first term of matriculated enrollment in the School for Graduate Studies
- A single point of contact at the School for Graduate Studies to guide new students through the admissions, enrollment and orientation process

For a complete list of graduate level degree and certificate programs offered by Empire State College, or to apply, please go to <https://www.esc.edu/graduate-studies/>.

³ Empire State College's Bachelor of Science in Nursing program is not included in the guaranteed admission option

⁴ Note that this applies only to the completion date of the associate degree, and not when all of the courses within the degree were completed. Please refer to "Guidelines of the Agreement", item #4.

Terms of the Agreement

1. Empire State College agrees, for those students who successfully complete an associate degree (AA, AS, AAS) at Cayuga Community College and meet Empire State College's admissions requirements, to accept the entire associate degree from CCC into a bachelor's degree program. Empire State College's nursing program is selective and has additional program specific admission requirements.
2. Cayuga Community College students have the ability to transfer up to 79 lower-division credits towards an Empire State College bachelor's degree, with the remaining 45 credits (of the 124 credit bachelor's degree) to be completed at the upper-division level with Empire State College. Upon completion of an associate degree, Cayuga Community College students, with appropriate advisement, may complete additional credits up to the 79-credit limit at the community college.
3. The maximum amount of advanced standing a student may be granted at Empire State College is 93 total credits. This total would include lower and upper-division transcript credits, pre-evaluated credit (such as ACE or military credits), and individualized prior learning assessment, as long as those credits fit into an approved degree program. Additional details are found in the "Academic Guidelines" section of this Agreement.
4. Both CCC and ESC agree to give the widest possible publicity to the establishment of this Agreement, such as inclusion of procedures and descriptions in catalogs, bulletins, marketing publications, and webpages. This literature should clearly specify the persons or offices to contact at each institution.
5. Cayuga Community College agrees to advise interested students, alumni and faculty advisors of the provisions of this Agreement.
6. Empire State College will provide pre-enrollment advising and/or information sessions for prospective transfer students onsite and online as appropriate. Further, Empire State College will provide outreach to Cayuga Community College faculty and staff regarding ESC information and this Agreement.
7. This Agreement becomes effective when all signatures are affixed (date of last signature). Matters of concern that affect this Agreement should be brought to the attention of the Director of Academic Development in the Office of Academic Affairs at Empire State College, and the Vice President for Academic Affairs at Cayuga Community College for discussion and amendments. The Agreement may be amended or renewed by mutual Agreement in writing.
8. Either party may terminate this Agreement with thirty calendar days of advanced notice, in writing, certified mail return receipt required.

Empire State College

Dr. Brian Goodale
Director of Academic Development
One Union Avenue
Saratoga Springs, NY 12866

Cayuga Community College

Dr. Ronald Cantor
Provost & Vice President of Academic Affairs
197 Franklin Street
Auburn, NY 13021

9. In performing its obligations under this Agreement, each party shall comply with all applicable laws, rules, regulations, institutional policies, and accreditation standards.
10. This Agreement is not exclusive to Cayuga Community College.
11. Empire State College and Cayuga Community College agree that each is acting independently of the other, that they are not joint ventures, and that neither party is an agent of the other.

12. Both parties acknowledge that this Agreement does not create a partnership as defined by New York Partnership Law, nor is either party acting as the agent for the other. The parties agree that each is acting independently of the other, in a cooperative collaboration.
13. Both parties acknowledge the confidential nature of student information that may be exchanged between them. As such, both colleges agree that this information must be kept secure, confidential, and only disclosed for authorized purposes, pursuant to the Family Educational Rights and Privacy Act (FERPA). Student information will not be shared with third parties, and all FERPA regulations will be adhered to.

Guidelines of the Agreement

1. CCC students who successfully complete associate degree requirements for an AA, AS or AAS will be able to transfer to ESC all credits earned for the associate degree, including "D" grades that are part of the completed degree. If a student transfers to ESC without a completed associate degree, "D" grades are not transferable.
2. For a bachelor's degree at ESC, students must minimally complete 31 upper-division credits in residence towards a 124-credit bachelor's degree at Empire State College (see "Academic Guidelines" section for more details).
3. Any courses taken at Cayuga Community College beyond the associate degree will be evaluated for transfer separately from the associate degree based on Empire State College's advanced standing policies.
4. There is no time limitation on transfer credits substantiated by a transcript except in areas where that learning may become outdated, such as in computer technologies and the sciences. Such credits will be evaluated on a course-by-course basis and may not be accepted if it is crucial to the structure of a degree program or concentration.
5. Students will be given the opportunity to complete all requirements for the bachelor's degree in a closely related area of concentration. For students who have completed associate degrees that are not closely related to the desired bachelor's degree area of study, additional courses may be required to complete their degrees and, in these cases, transcripts will be evaluated on a course-by-course basis to achieve maximum transferability.
6. All students need to complete the application process and meet all admissions criteria before being accepted to Empire State College.
7. Students may enroll at Empire State College on a full or part-time basis.
8. Cayuga Community College will notify Empire State College of any substantive changes and/or alterations of the existing program; and/or modifications related to accreditation status and/or program registration with registry agencies, if any, within thirty days of initial notification.

Academic Guidelines

At Empire State College, students may self-design their associate or bachelor's degree using approved area of study guidelines and the State University of New York and Empire State College degree requirements. Students pursuing a degree at Empire State College through this Agreement work with an assigned faculty mentor to determine the most appropriate degree for their interests and goals, and to determine how best to apply the advanced standing transfer credits in designing their degree. Students are encouraged to complete the degree planning process as soon as possible after matriculating at Empire State College, however, it must be completed before a student registers for the final 16 credits of their degree program.

Table 1
Empire State College Bachelor's Degree Requirements

Degree	Total Credits	Maximum Advanced Standing Credits	Minimum ESC Credits in Residence	Minimum Upper-Division Credits	Minimum Upper-Division Credits in the Concentration	Minimum Liberal Arts and Sciences Credits
B.A.	124	93	31	45	24	94
B.S.	124	93	31	45	24	62
B.S.N.	124	93	31	45	40	62
B.P.S.	124	93	31	45	24	32

- ❖ Area of Study and Concentration guidelines are used to structure the student's individualized degree program curriculum.
- ❖ To satisfy SUNY General Education requirements, every Empire State College bachelor's degree program must include at least 30 credits over seven general education knowledge and skill areas and include the areas of Mathematics and Basic Communication.
- ❖ Every student must take 4-8 credits in Educational Planning at Empire State College.

Possible sources of additional Advanced Standing Credits:

- Individualized Prior Learning Assessment⁵
- Transcript credit from a regionally accredited college or university
- Standardized exams, such as CLEP or other exams⁶
- Military credit evaluated by the American Council on Education (ACE)
- Licenses or training evaluated by Empire State College

General Information

Further information about Empire State College may be obtained by calling the Empire State College Student Information Center at (800) 847-3000 ext. 2285 (8:30am-5pm, Monday-Friday).

All transfer students must submit the Empire State College Application for Admission form along with an official transcript of completed course work from all colleges previously attended to the Office of Admissions, Empire State College, 2 Union Avenue, Saratoga Springs, NY 12866. These forms can be found at <https://www.esc.edu/admissions/>.

⁵ Individualized Prior Learning Assessment (iPLA) is credit awarded for verifiable college level learning acquired through work, life experience or independent study

⁶ <https://www.esc.edu/why-esc/credit-for-prior-learning/>

For Further Information

Cayuga Community College

Vita Racko
Transfer Counselor
Vita.racko@cayuga-cc.edu
(315) 593-9346 ext. 3046

Empire State College

Heather Howard
Senior Channel Recruiter
Central New York Region
Heather.Howard@esc.edu
(315) 460-3144


Tuition and Fees

To learn more about Empire State College's current SUNY tuition and fee schedule, please refer to:
<https://www.esc.edu/tuition-financial-aid/tuition-rates/>.


[SIGNATURE PAGE FOLLOWS]

Signatures to the Agreement

EMPIRE STATE COLLEGE


• 
Jim Malatras
President

1/17/20
Date


• 
Meg Benke
Provost and Executive Vice President of
Academic Affairs

1/16/20
Date

CAYUGA COMMUNITY COLLEGE

• 
Brian Durant
President

1/6/20
Date

• 
Ronald Cantor
Provost and Vice President of Academic Affairs

1/6/20
Date