



# HCC



# SUNY EMPIRE STATE COLLEGE

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

Empire State College (ESC) of the State University of New York (SUNY) and Hillsborough Community College (HCC), agree to enter into this Pathways Transfer Program articulation 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 HCC will be able to transfer seamlessly to Empire State College.<sup>1</sup> This agreement also establishes procedures for graduates of HCC to obtain the appropriate bachelor's degree (BA, BS, and BPS) at Empire State College.

Empire State College was established in 1971 by the SUNY Board of Trustees and then-Chancellor and future United States Commissioner of Education Ernest L. Boyer as a distinctive statewide SUNY institution focused on nontraditional teaching and learning. ESC continues its more than 40-year commitment to valuing learning gained from life and work experience and has a clear process for assessing and awarding credit for college-level learning gained through experience. Accredited by the Middle States Commission on Higher Education, ESC serves mostly working adults pursuing associate, bachelor's and master's degrees online or onsite at one of the College's 35 locations across New York state and abroad.

HCC is a political subdivision of the state of Florida and public body corporate formed in 1966 as a two year Florida community college to serve the residents of Hillsborough County by offering AA and AS associate degrees and certificate programs. HCC is accredited by the Southern Association of Colleges and Schools and offers courses and programs at Five (5) campus locations in Hillsborough County.

### ***How the Pathways Transfer Program Works***

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 ESC. 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 ESC, as long as they fit into the student's designed bachelor's degree program.

During their first year at ESC, students in the Pathways Transfer Program may, with advisement, opt to cross-register for up to 15 additional credits at HCC beyond the associate degree.<sup>2</sup> These lower-division

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<sup>1</sup> 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.

<sup>2</sup> Students may transfer up to 79 lower-division credits, or 93 total lower and upper-division credits, to Empire State College.

credits will be applicable to the baccalaureate degree program by satisfying SUNY General Education requirements or needed pre-requisite courses.

### ***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 HCC. For a list of bachelor's degree programs, please refer to [www.esc.edu/degrees-programs/](http://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 an ESC faculty mentor, students may customize their own degree concentration within one of 12 broad areas of study or the School of Nursing and Allied Health.

Students at ESC 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 HCC Transfer Students***

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

- Waiver of the \$50 admission / orientation fee
- Guaranteed admission to a bachelor's degree program (except for ESC's Bachelor of Science in Nursing program)

To be eligible, HCC transfer students must have completed an associate degree within the last 3 years, or be in (or entering) their final semester of completing an associate degree.<sup>3</sup> If the student is within the final semester of completing the associate degree, an official HCC transcript indicating confirmation of the degree must be provided to ESC prior to enrolling.

A unique application benefits code for interested students to use during the admissions application process will be created by ESC and provided to appropriate staff at HCC for distribution.

### ***Benefits for Employees of HCC***

Employees of HCC may participate in the Pathways Transfer Program and become students at ESC 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

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<sup>3</sup> 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.

- 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/>.

***Terms of the Agreement***

1. ESC agrees, for those students who successfully complete an associate degree (AA, AS, AAS) at HCC and meet ESC's admissions requirements, to accept the entire associate degree from HCC into a bachelor's degree program.<sup>4</sup> ESC's nursing program is selective and has additional program specific admission requirements, and therefore is not included in the guaranteed admission option.
2. HCC students have the ability to transfer up to 79 lower-division credits towards an ESC bachelor's degree, with the remaining 45 credits (of the 124 credit bachelor's degree) to be completed at the upper-division level with ESC. Upon completion of an associate degree, HCC students, with appropriate advisement, may complete additional credits up to the 79-credit limit at HCC.
3. The maximum amount of advanced standing a student may be granted at ESC is 93 total credits. This total would include lower and upper-division transcript credits, pre-evaluated credit (such as ACE, NCCRS, or ESC's Professional Learning Evaluation program), 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 HCC and ESC agree to give the widest possible publicity to the establishment of this Agreement, such as inclusion in publications and posting on their respective webpages.
5. HCC agrees to advise interested students, alumni and faculty advisors of the provisions of this Agreement.
6. ESC will provide pre-enrollment advising and/or information sessions for prospective transfer students online and onsite as appropriate. Further, ESC will provide outreach to HCC faculty and staff regarding ESC information and this Agreement.
7. This Agreement becomes effective when all signatures are affixed and remains in effect for five (5) years thereafter. 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 ESC, and the Vice President of Academic Affairs at HCC 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 (30) calendar days of advanced notice, in writing, sent via certified mail return receipt requested to:

***Empire State College***

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

***Hillsborough Community College***

Mr. Richard Senker  
 Vice President of Academic Affairs  
 District Administration Center  
 39 Columbia Drive  
 Tampa, FL 33606

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<sup>4</sup> As per ESC policy, Associate in Occupational Studies (AOS) degrees are evaluated on a course-by-course basis.

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 HCC.
11. ESC and HCC agree that each is acting independently of the other, that they are not a joint venture, 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 colleges 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. HCC 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 (see "Academic Guidelines" section for more details).
3. Any courses taken at HCC beyond the associate degree will be evaluated for transfer separately from the associate degree based on ESC'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 they are 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 specific degree program or 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 ESC.
7. Students may enroll at ESC on a full-time or part-time basis.
8. HCC will notify ESC of any substantive changes and/or alterations of its existing program and/or modifications related to accreditation status and/or program registration with registry agencies, if any, within 30 days of initial notification.

### ***Academic Guidelines***

At ESC, students may self-design their bachelor's degree using approved area of study guidelines and the State University of New York (SUNY) and ESC degree requirements. Students pursuing a degree at ESC through this Agreement work with an assigned faculty mentor to determine the most appropriate degree for their interests and goals, and 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 ESC, however, the process 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**

<b>Degree</b>	<b>Total Credits</b>	<b>Maximum Advanced Standing Credits</b>	<b>Minimum ESC Credits in Residence</b>	<b>Minimum Upper-Division Credits</b>	<b>Minimum Upper-Division Credits in the Concentration</b>	<b>Minimum Liberal Arts and Sciences Credits</b>
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 ESC bachelor's degree program must include at least 30 credits in seven general education knowledge and skill areas, as well as the areas of Mathematics and Basic Communication.
- ❖ Every ESC student must take 4-8 credits in Educational Planning.

Possible sources of additional Advanced Standing Credits:

- Individualized Prior Learning Assessment<sup>5</sup>
- Transcript credit from a regionally accredited college or university
- Standardized exams, such as CLEP or other exams<sup>6</sup>
- Military credit evaluated by the American Council on Education (ACE)
- Licenses or training evaluated by Empire State College

SUNY's General Education Requirements:

The State University of New York's requires all associate and bachelor's degree candidates to complete a general education program of no fewer than 30 credit hours in at least seven of the ten following knowledge and skill areas:

- Mathematics (required)
- Basic Communications (required)
- Natural Sciences
- Social Sciences
- American History
- Western Civilization

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

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

- Other World Civilizations
- Humanities
- The Arts
- Foreign Languages

If transferring students from HCC have completed enough credits to fulfill the SUNY general education requirements, no additional general education credits will be required upon enrolling at ESC. Conversely, if any of the SUNY general education requirements are unmet through transfer credits to ESC, the student may complete them at ESC or through cross registration back to HCC.

***General Information***

Further information about ESC may be obtained by calling Heidi Lazare, Outreach and Recruitment Specialist in the Office of Enrollment Management at (800) 847-3000 ext. 2848 (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, 111 West Avenue, Saratoga Springs, NY 12866. These forms can be found at <https://www.esc.edu/admissions/>.

***For Further Information***

***Hillsborough Community College***

Richard Senker  
 Vice President of Academic Affairs  
 District Administration Center  
 39 Columbia Drive  
 Tampa, FL 33606  
[RSenker@hccfl.edu](mailto:RSenker@hccfl.edu)  
 (813) 253-7144

***Empire State College***

Heidi Lazare  
 Outreach and Recruitment Specialist  
 Non-New York residents  
[Heidi.Lazare@esc.edu](mailto:Heidi.Lazare@esc.edu)  
 (800) 847-3000 ext. 2848

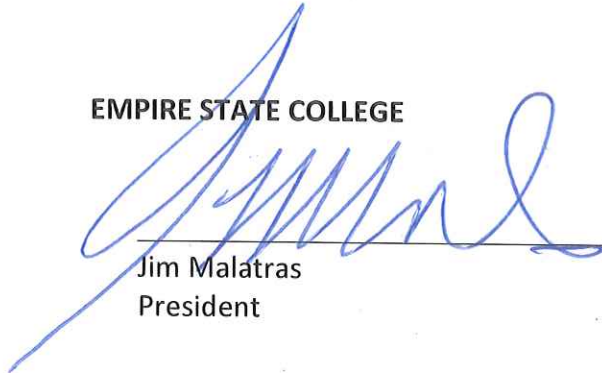
***Tuition and Fees***

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/>.


Non-New York residents are eligible for an Empire State College nonresident tuition grant that significantly lowers their tuition rate.

**Signatures to the Agreement**

**EMPIRE STATE COLLEGE**


  
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Jim Malatras  
President

10/17/19  
Date


  
\_\_\_\_\_  
Meg Benke  
Provost and Executive Vice President of  
Academic Affairs

10/12/19  
Date

**HILLSBOROUGH COMMUNITY COLLEGE**

BY:   
\_\_\_\_\_  
Betty Viamontes  
Chair, District Board of Trustees

11/6/19  
Date


ATTEST:   
\_\_\_\_\_  
Dr. Ken Atwater  
President

11/6/19  
Date

  
\_\_\_\_\_  
Richard Senker  
Vice President of Academic Affairs

11/5/19  
Date

Approved as to Form & Legality:

  
\_\_\_\_\_  
Dr. Martha Kaye Koehler, JD  
College Attorney

11/6/19  
Date