



**PATHWAYS TRANSFER PROGRAM ARTICULATION AGREEMENT
FOR THE TRANSFER OF STUDENTS FROM SUNY TOMPKINS CORTLAND COMMUNITY
COLLEGE INTO THE BACHELOR'S DEGREE PROGRAMS AT SUNY EMPIRE STATE COLLEGE
(with Guaranteed Admission)**

Empire State College (SUNY Empire) and Tompkins Cortland Community College (TC3), both of the State University of New York, 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 TC3 will be able to transfer seamlessly to SUNY Empire.¹ This Agreement also establishes procedures for graduates of TC3 to obtain the appropriate bachelor's degree (BA, BS, and BPS) at SUNY Empire.

How the Pathways Transfer Program Works

During their first year at SUNY Empire, students in the Pathways Transfer Program may, with advisement, opt to cross-register for up to 15 additional credits at TC3 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 SUNY Empire. 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 SUNY Empire, 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 TC3. 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 customize their own degree concentration within one of 12 broad areas of study or the School of Nursing and Allied Health.

¹ As per SUNY Empire 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.

Students at Empire State College 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 Tompkins Cortland Community College Transfer Students

Empire State College will provide the following benefits for participating TC3 students:

- Guaranteed admission to a bachelor's degree program
- Waiver of the \$50 admission / orientation fee
- Provision of a one-time \$100 *Better Together* transfer scholarship
- Waiver of the admissions application essay

To be eligible, TC3 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.³

A unique application benefits code for interested students to use during the admissions application process will be created by SUNY Empire and provided to appropriate staff at TC3 for distribution. Participants must enter the code upon submission of their online application for admission to receive the benefits. TC3 will make good faith efforts to not make the code publicly available.

Benefits for Employees of Tompkins Cortland Community College

Employees of TC3 may participate in the Pathways Transfer Program and become students at SUNY Empire by way of this Agreement. Employees who already hold an associate degree are eligible for the benefits as listed above for transfer students, regardless of when they received their degree. 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. As of the signing of this Agreement, the contact person is:
Evan Reese
Graduate Outreach and Academic Advisement Coordinator
Evan.Reese@esc.edu
(800) 847-3000 ext. 2904

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 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.

Benefits for Active Military, Veterans, and Spouses

Empire State College has a long-standing commitment of supporting active military, veterans, and family members, and enthusiastically pledges to maintain its commitment to provide the following benefits and services to military-aligned students, and as they may be amended from time to time by SUNY Empire:

- Pre-enrollment advising and an Evaluated Education Plan (EEP) with a review of anticipated transfer credits prior to enrollment.
- Waive or otherwise pay on the eligible student(s)' behalf, all mandatory fees for military members (active-duty, guard, reserve, and veterans) along with their spouses. Waived or otherwise covered fees include: orientation fee, college fee, student activity fee, technology fee, health and wellness fee, portfolio (assessment) fee, and program amendment fee.
- Individualized Prior Learning Assessment (iPLA) fees are waived for military members.
- Support military-aligned students through Veterans Affairs (VA) and Tuition Assistance (TA) funding processes.
- Access to SUNY Empire's Office of Veteran and Military Education (OVME) and its dedicated resources to support student success all the way through to degree completion.

Terms of the Agreement

1. SUNY Empire agrees, for those students who successfully complete an associate degree (AA, AS, AAS) at TC3 and meet SUNY Empire's admissions requirements, to accept the entire associate degree from TC3 into a bachelor's degree program.⁴ SUNY Empire's nursing program is selective and has additional program-specific admission requirements.
2. TC3 students have the ability to transfer up to 79 lower-division credits towards a SUNY Empire bachelor's degree, with the remaining 45 credits (of the 124 credit bachelor's degree) to be completed at the upper-division level with SUNY Empire. Upon completion of an associate degree, TC3 students, with appropriate advisement, may complete additional credits up to the 79-credit limit at TC3.
3. The maximum amount of advanced standing a student may be granted at SUNY Empire is 93 total credits. This total would include lower and upper-division transcript credits, pre-evaluated credit (such as ACE, NCCRS, or SUNY Empire'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 TC3 and SUNY Empire 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. TC3 agrees to advise interested students, alumni, and faculty advisors of the provisions of this Agreement.
6. SUNY Empire will provide pre-enrollment advising and/or information sessions for prospective transfer students on-site and online as appropriate. Further, SUNY Empire will provide outreach to TC3 faculty and staff regarding SUNY Empire information and this Agreement.
7. This Agreement becomes effective when all signatures are affixed, as of the date of the last signature, and remains in effect for 5 years, or until one or both institutions deem it necessary to terminate the Agreement. Matters of concern that affect this Agreement should be brought to the

⁴ As per SUNY Empire policy, Associate in Occupational Studies (AOS) degrees are evaluated on a course-by-course basis.

attention of the Director of Academic Development in the Office of Partnerships at SUNY Empire, and the Vice President of Academic Affairs at TC3 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, sent via certified mail return receipt requested to:

Empire State College

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

Tompkins Cortland Community College

Dr. Paul Reifenheiser
Provost and Vice President of Academic Affairs
170 North St, P.O. Box 139
Dryden, NY 13053

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 TC3.
11. SUNY Empire and TC3 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. This Agreement is not intended to benefit any third party, nor shall any person who is not now or in the future a party hereto be entitled to enforce any of the rights or obligations of a party under this Agreement.
13. 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.
14. Both Parties acknowledge that activities under this Agreement may require them to have access to the other Party's "Education Records," as that term is defined under the Family Educational Rights and Privacy Act ("FERPA"). The Parties acknowledge that for the purpose of this Agreement, each will be designated as a "school official" with "legitimate educational interest" in the Education Records, as those terms have been defined under FERPA and its implementing regulations, and the Parties agree to abide by the limitations and requirements imposed on school officials. The Parties agree to use the Education Records only for the purpose of fulfilling their duties under this Agreement for their mutual benefit, and will not share such data with or disclose it to any third party except as required by law or as authorized in writing by the Parties. This duty continues indefinitely after termination of the agreement.

Guidelines of the Agreement

1. TC3 students who successfully complete associate degree requirements for an AA, AS, or AAS will be able to transfer to SUNY Empire all credits earned for the associate degree, including "D" grades that are part of the completed degree. If a student transfers to SUNY Empire without a completed associate degree, "D" grades are not transferable.
2. For a bachelor's degree at SUNY Empire, 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 TC3 beyond the associate degree will be evaluated for transfer separately from the associate degree based on SUNY Empire'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 SUNY Empire.
7. Students may enroll at SUNY Empire on a full-time or part-time basis.
8. TC3 will notify SUNY Empire 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 SUNY Empire, students may self-design their bachelor's degree using approved area of study guidelines and the State University of New York (SUNY) and SUNY Empire degree requirements. Students pursuing a degree at SUNY Empire 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 SUNY Empire, 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

Degree	Total Credits	Maximum Advanced Standing Credits	Minimum SUNY Empire 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 SUNY Empire bachelor's degree program must include at least 30 credits in seven general education knowledge and skill areas, including the areas of Mathematics and Basic Communication.
- ❖ Every SUNY Empire student must take 4-8 credits in Educational Planning.

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

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/>

- Military credit evaluated by the American Council on Education (ACE)
- Licenses or training evaluated by Empire State College

General Information

Further information about SUNY Empire 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, 111 West Avenue, Saratoga Springs, NY 12866. These forms can be found at <https://www.esc.edu/admissions/>.

For Further Information

Tompkins Cortland Community College

Heather Stevens
Coordinator of Transfer Services
StevenH@tompkinscortland.edu
(607) 844-8222 ext. 4246

Empire State College

Laura Jezsik
Coordinator of Recruitment and Outreach
Laura.Jezsik@esc.edu
(585) 224-3269

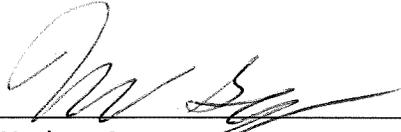
Tuition and Fees

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

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Dr. Nathan Gonyea
Officer in Charge

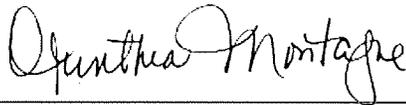
8/2/21
Date

• 

Dr. Tai Arnold
Acting Provost

7/29/2021
Date

TOMPKINS CORTLAND COMMUNITY COLLEGE

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Dr. Orinthia Montague
President

7-28-2021
Date

• 

Dr. Paul Reifenheiser
Provost and Vice President of Academic Affairs

7-27-2021
Date