



# Chaminade University OF HONOLULU

## ARTICULATION AGREEMENT BETWEEN CHAMINADE UNIVERSITY OF HONOLULU AND THE COLLEGE OF MICRONESIA-FSM

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### I. INTRODUCTION

This agreement was developed in order to allow students who have successfully completed selected courses at College of Micronesia-FSM to have those courses apply toward meeting the established degree requirements at Chaminade University of Honolulu. It establishes guidelines for the transfer of students and the transfer of academic credit between our respective institutions.

### II. OBJECTIVES AND BASIC PRINCIPLES

Articulation is undertaken for the benefit of students who desire to transfer between our respective institutions in order to meet their educational objectives. The objectives of articulation are to assure that the transfer student is prepared for work at the new campus, that a degree earned through matriculation at two or more institutions is comparable to a degree earned through matriculation at a single campus, and that the transfer process works smoothly for the student.

The curricula of our respective institutions are a reflection not only of the variety of programs of study, but also mirror the knowledge, skills, interest, and educational philosophy of the faculty, staff, and administration. The established curricula are not static entities, but rather are constantly being refined and changed. Unless special provisions are made to accommodate students, these changes can prove to be a formidable barrier to the smooth transfer of students from one campus to another.

The continued articulation of the curricula between Chaminade University and College of Micronesia-FSM is a complex matter which must involve faculty, staff, and administration. To assure that the process of program articulation functions smoothly, we are committed to the following general principles:

1. **Documentation.** The specifics of articulation between our respective institutions shall be detailed in a formal written agreement signed by appropriate administrators. This agreement shall be subject to regular review, evaluation, and revision.
2. **Coordination & Communication.** Changes in degree requirements, curricula, and other academic policies at Chaminade University which affect students transferring from College of Micronesia-FSM will be coordinated with College of Micronesia-FSM. Major changes in degree requirements at Chaminade University shall be announced as soon as they are approved, published in the next General Catalog, and implemented in the academic year to which that catalog applies.

3. **Continuity.** "Grandfather" provisions in academic policy and curriculum changes should be applicable to students enrolled at College of Micronesia-FSM as long as they maintain continuous registration in an articulated program of study. Provision shall be made for medical exceptions to continuous registration by appeal to the Associate Provost for Day Undergraduate Programs of Chaminade University.
4. **Accountability.** Chaminade University and College of Micronesia-FSM will each designate a single individual as being responsible for dealing with articulation issues which may arise as a result of this agreement.

### **III. POLICIES**

#### **A. Transfer of Students**

Students not originally admitted to Chaminade University may transfer upon completion of requirements for admission and notification of acceptance, or after the completion of 12 credits in college transfer courses from College of Micronesia-FSM with a cumulative GPR of 2.0 or higher for all of the transfer level courses completed, providing they also meet any special requirements for admission to the program to which they wish to transfer.

#### **B. Transfer of Academic Credit**

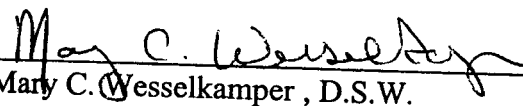
Academic credits which are comparable in terms of the nature, content, and level of credit offered by Chaminade University shall be transferable.

1. Up to 94 semester hours of credit may be transferred toward any baccalaureate degree. However, only credit necessary for the completion of the degree program selected by the student will be accepted for application to the degree. All students are required to complete at least 45 semester hours of upper division credits prior to graduation from Chaminade University. Depending on the student's previous course work, transfer credits accepted toward the degree may vary from 60 to 94 for a student already possessing a bachelor's degree.
2. Credit for remedial, technical, vocational courses (generally, courses numbered below 100), or courses of a professional nature taken at College of Micronesia-FSM will not be transferable. These courses are specified in the List of Non-Transferable courses.
3. Credit for courses numbered 100-300, taken at College of Micronesia-FSM, will transfer into the baccalaureate degree program provided they do not violate a basic campus policy or degree requirement. Specific applicability of transfer courses to general education requirements is detailed in the General Education Transfer Course List which will be reviewed every 5 years.
4. It is expected that all degree requirements will be completed within a ten-year period. Courses completed more than ten years before enrollment at Chaminade may be accepted for general education requirements and electives after the student has satisfactorily completed 15 semester hours at Chaminade for an associate degree or 30 semester hours at Chaminade for a baccalaureate degree. To satisfy the general education requirements in the sciences, however, transfer credits may be over ten years old but not over fifteen years old. Transfer credits over ten years old intended to fulfill requirements in the major field of concentration must be evaluated by an advisor in that discipline. Students may be asked to repeat courses taken more than ten years before graduation when those courses have changed greatly in content or standards.

5. Only credits earned with a grade of "C" or better will transfer; the "CR" or "P" is not transferable unless it is equivalent to a grade of "C" or better.
6. Baccalaureate level credits earned at another institution and accepted by College of Micronesia-FSM must be evaluated by Chaminade University staff before acceptance is assured. There shall be periodic meetings of appropriate staff from our respective institutions to discuss practices and procedures in this area.
7. The student's grade point average ratio (GPR) is not transferable to Chaminade University.
8. Chaminade University general education requirements that are in effect at the time a degree-seeking student enrolls at College of Micronesia-FSM shall apply to that student for a period of at least three years while pursuing that degree, providing the student maintains continuous registration, and does not elect to choose general education requirements modified by Chaminade University subsequent to admission. A student transferring to Chaminade without a missing semester (except for reasons described in Section II, 3) is considered to be a continuing student.


**IV. ENDORSEMENTS**

**For Chaminade University of Honolulu:**

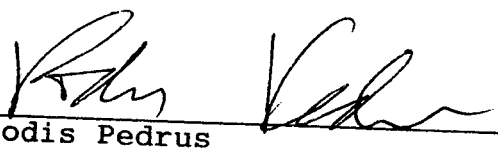
  
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 Mary C. Wesselkamper, D.S.W.  
 President

10/30/03  
 Date

**For College of Micronesia-FSM:**

  
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 Dr. Michael Tatum  
 President

12-23-03  
 Date

  
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 Podis Pedrus  
 Chairman, Board of Regents

3/5/04  
 Date

**GENERAL EDUCATION TRANSFER COURSE LIST**

Courses in the following list are acceptable to transfer to Chaminade University of Honolulu from College of Micronesia-FSM with grades of "C" or higher.

<b><u>CUH</u></b>	<b><u>CREDITS</u></b>	<b><u>COM-FSM</u></b>
EN 101-102	3-3	EN 102b-EN 121
COM 101	3	EN/CO 205
Natural Sciences with labs	4-4	MR 120, 201, 230, 240; SC 120, 122a, 122b, 130, 180, 230, 240, 250 or 255
MA 100, 103, 110 or 210	3	MS 100, 101, 152 or 154
EN 201, 255 or 256	3	EN 201, 202 or 203
History (100-200 level)	3	SS 160, 161, 170, 171, 230 or 231
Fine Arts (100-200 level Art, Music or Drama)	3	AR 101, 105, 110 or MU 101
PH 100, 103 or 105	3	EN 208
RE 103, 205 or 211	3	EN 209
Foreign Language (not required of non-native speakers of English)	4-4	FL 101, 102, 105, 106, 108, 110, 111, 201, 202
Behavioral Science (AN 200, SO 200 or PSY 101)	3	SS 111, 130 or SS/PY 101
Social Science (EC 201, GE 102, GE 103, GE 103, HI 201, HI 202, POL 111 or POL 211)	3	SS 101, 120, 160, 161 or EC 230

## OTHER COURSE EQUIVALENCIES

<u>CUH</u>	<u>CREDIT</u>	<u>COM-FSM</u>
AC 201	3	AC 131 + AC 220
CS 103	3	CA 101 or CA 102
CS 110	3	IS 240
CS 150	3	IS 220
COM 200	3	MM 220
COM 274	3	COM 205
COM 333	3	MM 215*
COM 370	3	MM 370
COM 371	3	MM 276*
CJ 151	3	SS 151
CJ 291	3	SS 113
EC 202	3	EC 220
ED 217	3	ECE 110 + ECE 214
ED 233A	3	ECE 100
ED 233I	3	ECE 213
ED 240	3	ECE 211
ED 241	3	ECE 101
ED 245	3	ECE 212
EN 100	3	EN 120a
MA 311	3	MS 252*
MA 331	3	MS 150*

\*Equivalency given but not as upper division credits.

## NON-TRANSFERABLE COURSE LIST

Chaminade University of Honolulu will not accept courses numbered below 100, vocational/technical courses (e.g., agriculture, ESL, hotel & restaurant management, law, etc.), physical education and vocational education.

Courses in the following list are not acceptable to Chaminade University from College of Micronesia-FSM in addition to the above categories:

BU 100	Practicum
CA 100s	Computer Literacy for Secretaries
CA 101s	Computer Applications for Secretaries
MR 252	Fishery Extension

## MEMORANDUM OF UNDERSTANDING

### between the UNIVERSITY of HAWAII AT HILO and the COLLEGE of MICRONESIA-FSM

This memorandum of understanding (MOU) summarizes agreements between the University of Hawai'i at Hilo (UH Hilo) and the College of Micronesia-FSM (COM-FSM) to cooperatively promote successful educational experiences for students from both institutions. UH Hilo regards students from the Pacific region as an important population and recognizes the mutual benefits of the articulation and transfer of courses with COM-FSM. The following understandings will guide this effort, until modified or amended.

#### Purpose and Goals

1. Attract qualified students from COM-FSM and facilitate their transition to UH Hilo.
2. Provide specific degree pathways and advising information for COM-FSM students who wish to pursue a bachelor's degree at UH Hilo.
3. Encourage and improve articulation between academic programs at both institutions.

#### Terms of the Agreement

##### 1. Admissions Requirements:

- **Regular Degree Programs:** COM-FSM students must meet the following requirements to be admitted to a regular degree program at UH Hilo:
  - Complete at least 24 transferable credits with a minimum GPA of 2.0.
  - Score at least 500 on the TOEFL or complete COM-FSM's EN 120A and 120B with grades of C or above.
- **English Language Institute:** COM-FSM students who have not taken EN 120A and 120B or have not scored at least 500 on the TOEFL will be considered for admission to UH Hilo's English Language Institute (ELI). The ELI program is a non-credit intensive English language program in which students improve their English reading, writing, listening, and speaking skills. Students admitted to the ELI program take an English Proficiency Test upon arrival in Hilo and are required to successfully complete certain English courses before beginning their studies in a regular bachelor's degree program.

##### 2. Transfer Recommendations:

- COM-FSM students are strongly encouraged to remain at COM-FSM until they have earned an associate degree. COM-FSM students who enter UH Hilo with an Associate of Arts degree will have fulfilled UH Hilo's General Education requirements, except for some majors that have specific General Education requirements.
- COM-FSM students are advised to complete EN 120A and 120B (with grades of C or above) prior to transferring to UH Hilo. Students who do so will not need to submit a

TOEFL test score to be considered for admission to UH Hilo. They will also have fulfilled their English composition requirement at UH Hilo.

- COM-FSM students planning to major in business administration or a natural science (e.g., computer science, biology, marine science, pre-pharmacy) are advised to develop strong mathematical skills by taking MS 101 or higher. A strong foundation in mathematics is essential for success in these degree programs.

### 3. **Program Articulation and Advising:**

- UH Hilo will provide a list of all COM-FSM courses and their UH Hilo equivalencies. Attachment 1 includes the Transfer Articulation Tables based on the 2007-2008 UH Hilo catalog and the 2007-2009 COM-FSM catalog. Attachment 2 includes the historical Transfer Articulation Tables (i.e., current courses as well as courses previously offered at COM-FSM). The historical Transfer Articulation Table is also posted on the UH Hilo Admissions website [www.uhh.hawaii.edu/studentaffairs/admissions/TransferInformation.php](http://www.uhh.hawaii.edu/studentaffairs/admissions/TransferInformation.php) and will be updated as UH Hilo receives new catalogs from COM-FSM.
- UH Hilo will provide a list of "***Degree Pathways***" for selected bachelor's degree programs. The "***Degree Pathways***" sheets show the courses required at UH Hilo for a certain degree program, along with the courses that may be taken at COM-FSM to fulfill some of those requirements. It is intended to assist COM-FSM students who wish to transfer to UH Hilo, and will help students take courses at COM-FSM that will apply toward degree programs at UH Hilo. Attachment 3 includes Degree Pathway sheets for the following programs: Business Administration, Environmental Studies, Marine Science, and Nursing. Others can be provided upon request. Please note that UH Hilo does not offer a bachelor's degree program in education, and that the "third year" business program courses at COM-FSM will not apply toward the business requirements for UH Hilo's Bachelor of Business Administration degree program.

### 4. **Support Services:**

- UH Hilo is committed to providing support services that promote and facilitate the success of students. Students who transfer to UH Hilo from COM-FSM will be eligible for all support services on campus, including tutoring, mentoring, advising, and counseling. UH Hilo will make special efforts to outreach to COM-FSM transfer students and encourage them to take advantage of the services available.

### 5. **Financial Aid and Scholarships:**

- **US Federal Financial Aid:** To apply for financial aid and scholarships (including those listed below), students should submit the Free Application for Federal Student Aid (FAFSA) as early as possible. Submitting the FAFSA by the March 1 priority deadline each year gives students the best chance of being awarded all the financial aid and scholarships for which they are eligible.
- **Pacific Islander Scholarships:** UH Hilo is committed to providing financial aid and scholarships to citizens of the Federated States of Micronesia who demonstrate financial need. Effective Fall 2007, FSM students will be charged 150% of the resident tuition



rate at any UH campus. However, to assist students with this increased cost, UH Hilo will award a Pacific Islander Scholarship in the amount of the difference between the 150% tuition rate and the resident tuition rate to FSM students who demonstrate financial need. Students do not need to apply for this scholarship; eligible students will automatically be considered for the scholarship and awarded the scholarship if they demonstrate financial need.

- FSM citizens who were enrolled at UH Hilo during the Spring 2007 semester will be able to continue paying the resident tuition rate until they graduate, as long as they are continuously enrolled. Since their tuition rate will not be higher, these students are not eligible for the Pacific Islander Scholarship described above.

**6. Administration and Management:**

- The management of this agreement will be coordinated through the Chief Academic Officers or their designees at each institution. Changes in the courses, programs, or policies at either institution should be communicated to the Chief Academic Officers or their designees at each institution, which may result in modifications or amendments to the terms of the agreement.
- The Chief Academic Officers at each institution will identify programs on each campus that might benefit from an articulation agreement and work with the faculty in these programs to develop degree pathways and advising materials to facilitate transfer between the two institutions.
- This agreement will be in effect from the date signed below and will continue thereafter for a period of three years, at which time the agreement may be reviewed and revised or reissued as agreed upon by both parties. The agreement may be terminated by either party at any time provided that the other party is given prior written notification.

**UNIVERSITY of HAWAI'I AT HILO**

**COLLEGE of MICRONESIA-FSM**

\_\_\_\_\_  
Rose Tseng  
Chancellor

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Andrew Yatilman  
Chair, Board of Regents

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Date

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Date

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Philip Castille  
Vice Chancellor for Academic Affairs

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Spensin James  
President

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Jean Thoulag  
Vice President for Instructional Affairs