Destination SFA

Memorandum of Understanding
Between
Tyler Junior College
And
Stephen F. Austin State University

Statement of Purpose:
In order to provide students of this region with the best higher education opportunities, Stephen F. Austin State University (hereafter referred to as “SFA”) and Tyler Junior College (hereafter referred to as “TJC”) hereby agree to an educational partnership to create a seamless transfer process for students transferring from TJC into baccalaureate major-based degree programs at SFA.

Terms and conditions:
In order to establish and improve the transfer process for our mutual students, we agree to the following:

“Destination SFA” has a purpose to engage TJC students who are interested in transferring to SFA upon completion of their associate’s degree. Any TJC student may participate.

SFA Enrollment Management in collaboration with the TJC Marketing team will develop a print piece for use by SFA Enrollment Management and TJC. Both institutions will promote the program at various recruiting events.

TJC will identify the students who wish to participate in the program and provide FERPA relevant data to SFA Enrollment Management. SFA Enrollment Management will assist in recruiting for this program and will communicate with interested students throughout their time at TJC.

Students from TJC who wish to transfer to SFA are encouraged to earn an associate’s degree and complete classes sufficient to be core complete. In order to transfer to SFA, a student must have a cumulative transfer GPA of 2.0 or higher on a 4.0 scale on all transferable courses. Some academic majors may have additional requirements. Transfer students must meet the same standards and criteria for admissions to major degree sequences as a native SFA student.

SFA Enrollment Management, in cooperation with the TJC Director of Academic Advising will develop master transfer planning guides and equivalency guides utilizing the common course numbering system.
SFA Honors Program will work with the TJC counterpart to program engaging opportunities for high ability students participating in the program.

SFA will accept 12 transferable credit hours of honors credit from the TJC Honors programs.

SFA Enrollment Management will send a representative to the TJC campus once each month to visit with students and answer questions regarding transfer issues. This visit will occur in various places on the TJC campus and will occur at a variety of times. At least one visit during each semester will take place in the TJC Crossroads Residence Hall.

SFA will host (3) “Showcase Saturday” programs where a transfer information session will be conducted. This event will occur on the campus of SFA. Administrators at TJC will be asked to disseminate information to interested students.

When appropriate, SFA and TJC academic administrators will meet to discuss partnerships between individual academic departments and academic degree programs. When individual department partnerships are formed, the SFA and TJC administrators will develop a separate articulation and transfer agreement and organize an official signing.

SFA will offer the Community College Transfer Scholarship to TJC students who meet the stated criteria.

SFA will work closely with TJC students to inform them of other scholarship and financial aid opportunities. TJC students will be assigned a specific financial aid counselor at SFA who can inform them of scholarship and financial aid information.

TJC will give priority assignment to a dedicated residence hall floor in Crossroads Hall for TJC students participating in this partnership. SFA Student Affairs will provide artwork and SFA related items to display on the floor.

SFA Student Affairs will invite TJC students to attend selected events organized on the SFA campus. This may include but not limited to leadership programs and homecoming events.

SFA Enrollment Management will provide TJC administrators an excel database of students who do not meet admission requirements at SFA. These students may be encouraged to enroll at TJC until they are eligible to attend SFA.

Each fall and spring semester, SFA will provide FERPA compliant information to TJC administrators listing the students who transferred to SFA from TJC to facilitate reverse transfer.

TJC students may utilize the SFA Library System through the interlibrary loan Agreement (https://library.sfasu.edu/departments/aceuser/interlibrary-loan-and-delivery)
SFA will develop a specific course to facilitate seamless transfer and connection to university life for students enrolled at TJC. This course would target those students who are interested in transferring to SFA. The course will be taught on the TJC campus by SFA instructors at no charge to the student.

Agreement continuation and dissolution:
This agreement will be reviewed every two years, or any time changes are to be made by SFA or TJC. The SFA President and the TJC President, or their designees, must approve amendments to this agreement. This agreement is effective upon signing by the involved parties, and each is free to publicize this partnership in a manner consistent with the agreement. This articulation agreement shall remain effective until one, or both, institutions deem it necessary to terminate it.

Notice and requests:
All notices, requests and other communication required shall be done in writing and delivered to:

Tyler Junior College

Dr. L. Michael Metke, President
1327 S. Baxter Ave
Tyler, Texas 75701

Dr. L. Michael Metke
President

Stephen F. Austin State University

Dr. Baker Pattillo, President
Box 6079, SPA Station
Nacogdoches, Texas 75962-6078

Dr. Baker Pattillo
President
STEPHEN F. AUSTIN STATE UNIVERSITY
OFFICE OF THE GENERAL COUNSEL
CONTRACT ROUTING SLIP

Date of Receipt: 2/11/16 By: [Blank]
Contract Name: [Blank]

Department: Admin ORSP Contact: [Blank] Ext. 250-1
Performance Date: [Blank]
Return Deadline: ASAP

Of Stan OGC Contract Lj Stan Affidavit W Stan Rider Lj Date
Lj Stan Addendum Lj Stan Other Lj Interagency Local Other Comments: [Blank]

APPROVED AS TO FORM:
[Signature]
General Counsel

Route to: President ORSP VPUA VPFA
P/N: [Blank] Dev Other-

After Signature Return to: ORSP. Ext 6606
Purchasing Ext. 4157 Gen Coun. Ext 4305 Dept.
STEPHEN F. AUSTIN STATE UNIVERSITY
OFFICE OF THE GENERAL COUNSEL

CONTRACT ROUTING SLIP

Date of Receipt: 2/14/16  By: KA
Contract Name: SFAU Tyler Junior College

Department: Adm 203  ORSP
Contact: Plannum Cusick  Ext. 2306
Performance Date: To be determined

Return Deadline: 15 days  ASAP
Gt Stn OGC Contract  UW Stn Affiliation  UW Stn Rider  UW Draft
UW Stn Addendum  UW Stn Other  UW Interagency-local  UW Other

Comments: [Space available for comments]

APPROVED AS TO FORM:

General Counsel

Route to:  President  ORSP  VPUA  VPFA

After Signature Return to:  ORSP Ext 6606
Purchasing Ext. 4157  Gen Coun Ext 4205  Dept