Articulation and Transfer Agreement Between
Kilgore College
And
Stephen F. Austin State University

Statement of Purpose:
The purpose of this agreement is to maximize the resources available through the missions of Kilgore College (KC) and Stephen F. Austin State University (SFA) in order to attract students to East Texas, assist them in remaining in East Texas to complete a degree, create a "seamless" transfer process, and support concurrent enrollment when appropriate. The result of this agreement should be increased enrollment and degree completion for both institutions.

General Areas of Agreement:
This agreement shall include the following:
➤ Transfer planning and course equivalency guides
➤ Shared databases and recruiting efforts
➤ Coordination of financial aid opportunities
➤ Course and schedule coordination

This agreement recognizes the fact that transfer by 21st century Texas college students is often not a one-time event, but rather is often a complex process involving co-enrollment, distance learning, and multiple course transfer and articulation of credits.

Terms and Conditions:

Transfer Planning and Course Equivalency Guides
In order to establish and improve the transfer process for our mutual students, we agree to the following:

SFA and KC jointly develop transfer planning guides and course equivalency guides utilizing both SFA and KC course numbers (the state's common course numbering system) for all majors offered at SFA. By creating these on-line guides, SFA and KC assure students that courses listed in these guides are freely transferable between SFA and KC.

KC students who follow the recommended program of study and who meet all other admission requirements shall be eligible for admissions to SFA. Transfer students must meet the same standards and criteria for admissions to major degree sequence as a native SFA student. SFA encourages community college transfer students to complete the appropriate Associate's Degree.

Representatives from SFA and KC will meet or make contact once each year to exchange course catalogs and update course equivalencies, transfer planning guides, and transfer admission information to be used the subsequent academic year.

SFA and KC academic administrators will meet to discuss partnerships between individual academic departments and academic degree programs. When partnerships are formed, the SFA and KC administrators will develop a separate articulation and transfer agreement form and organize an official signing through the Executive Director of Enrollment Management at SFA, Assistant Director of Articulation and Transfer at SFA and representatives from KC.
SFA will continue to offer the Community College Transfer Scholarship to KC students who meet the stated criteria. SFA will work closely with the KC students to inform them of other scholarship and financial aid opportunities.

Both SFA and KC will seek to publicize successful collaborations and partnerships listed in this agreement.

**Shared Databases and Recruiting Efforts**

Upon request, Kilgore College will freely provide SFA a database of all students enrolled having completed 45 or more hours with a transferable G.P.A. so that SFA can communicate with students for recruiting purposes, including information about the transfer scholarships.

KC will broadly publicize on campus visits of SFA recruiters with at least two planned visits each semester and prominently display all SFA posters and literature.

Upon request, SFA will provide a database of students who do not meet admission criteria to KC, to encourage enrollment at KC until such time as they can be accepted into SFA.

SFA and KC will seek to provide joint higher education information seminars.

**Coordination of Financial Aid Opportunities**

Both Financial Aid offices will seek to coordinate Financial Aid for concurrently/co-enrolled students.

Students eligible for the SFA Community College Transfer Scholarships will be encouraged to complete the Associate's Degree.

**Course and Schedule Coordination**

SFA and KC will collaborate on a long range plan to deliver an array of courses and programs, appropriate to the mission of each institution that meet the needs of East Texas students.

**Agreement Continuation and Dissolution:**

This agreement will be reviewed every two years, or any time changes are to be made by SFA or KC. The SFA President and the KC 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 in writing.
Notice and Requests:
All notices, requests and other communication required shall be done in writing and delivered to:

Dr. William M. Holder, President
Kilgore College

And

Dr. Tito Guerrero, President
Stephen F. Austin State University

[Signature]
Dr. William M. Holder, President
Kilgore College

[Signature]
Dr. Tito Guerrero, President
Stephen F. Austin State University