



CAPELLA UNIVERSITY

ARTICULATION AGREEMENT Capella University and Minnesota West Community and Technical College

This agreement is entered into as of 9/23/10 by and between Minnesota West Community and Technical College (Worthington, MN), hereinafter Minnesota West Community and Technical College, and by Capella University* (Minneapolis, MN), hereinafter Capella University.

PURPOSE

The agreement has as its sole purpose the establishment of a relationship of mutual benefit between Minnesota West Community and Technical College and Capella University in order to make baccalaureate and graduate degree programs available to faculty, staff and graduates of Minnesota West Community and Technical College.

This Articulation Agreement includes a Course-to-Course transfer agreement between Minnesota West Community and Technical College and Capella University, which is intended to allow holders of Minnesota West Community and Technical College credits to transfer approved credit hours into a Capella University program of study.

DESCRIPTION OF THE RELATIONSHIP FOR THE BACCALAUREATE DEGREE PROGRAMS

1. Capella University will award quarter transfer credit for approved Minnesota West Community and Technical College courses into one of the bachelor programs listed below:

- Bachelors of Science in Business Specializations (including all listed specializations)
- Bachelors of Public Administration
- Bachelors of Science in Information Technology Specializations (including all listed specializations)
- Bachelors of Science in Public Safety Specializations (including all listed Specializations)
- Bachelors of Science in Nursing (only applicable for individuals holding a valid RN license)
- Bachelors of Science in Psychology (including all listed specializations)

Also included in this Articulation Agreement between Capella University and Minnesota West Community and Technical College are specific degree to degree agreements based on the 2008-2010 catalog, allowing Minnesota West Community and Technical College graduates to be awarded specific credit hours into a Capella University program of study. Specific degree program articulation agreements between Capella University bachelor degree programs and Minnesota West Community and Technical College Associate of Arts, Associate of Science, and Associate of Applied Science degrees are:

Minnesota West Community and Technical College Associates degree	To	Capella University Bachelors Degree Program
AS Nursing (Three Year Nursing Pathway)		BS Nursing
AA Psychology and Sociology		BS Psychology General Psychology
* AA Computer Information Science		BS Information Technology Information

		Assurance and Security
* AA Computer Information Science		BS Information Technology (other specializations)
*AA Management Information Systems		BS Information Technology Information Assurance and Security
*AA Management Information Systems		BS Information Technology (other specializations)
* AA Law Enforcement		BS Public Safety (all specializations)
* AS Law Enforcement		BS Public Safety (all specializations)
* AA Business Administration		BPA General Public Administration
* AA Pre-Business Preparation		BPA General Public Administration
AA Business Administration		BS Business Business Administration
AA Business Administration		BS Business (other specializations)
AA Pre-Business Preparation		BS Business Business Administration
AA Pre-Business Preparation		BS Business (other specializations)
AA Management Information Systems		BS Business Business Administration
AA Management Information Systems		BS Business (other specializations)
AS Business		BS Business (all specializations)
AS Business Management		BS Business (all specializations)
AS Business Management Computer Emphasis		BS Business Business Administration
AS Business Management Computer Emphasis		BS Business (other specializations)
AS Management and Supervision in Healthcare		BS Business Business Administration
AAS Accountant		BS Business Business Administration
AAS Business Management		BS Business Business Administration

* Denotes that the following programs do not meet the minimum 90 quarter credit hours (60 semester hours) required for students to enter Capella at a Junior level standing.

AA Computer Information Science students applying to the BS IT Information Assurance and Security program must take 2 core or specialization courses to reach junior status at Capella. Students applying for all other BS IT programs must take 1 core or specialization course to reach junior status at Capella.

AA Management Information Systems students applying to the BS IT Information Assurance and Security program must take 2 core or specialization courses to reach junior status at Capella. Students applying for all other BS IT programs must take 1 core or specialization course to reach junior status at Capella.

AA Law Enforcement students applying to any BS Public Safety program must take 1 core or specialization course to reach junior status at Capella.

AS Law Enforcement students applying to any BS Public Safety program must take 3 quarter credits of acceptable Humanities coursework to reach junior status at Capella.

AA Business Administration students applying for the BPA General Public Administration program must take 1 core or specialization course to reach junior status at Capella.

AA Pre-Business Preparation students applying for the BPA General Public Administration program must take 1 core or specialization course to reach junior status at Capella.

2. Students from Minnesota West Community and Technical College graduating in one of the above listed degree to degree agreements must graduate from Minnesota West Community and Technical College with an Associate of Arts (AA), Associate of Science

(AS), or Associate of Applied Science (AAS) degree and have an overall GPA of at least 2.0 on a 4.0 scale, as calculated by Minnesota West Community and Technical College.

3. The Associate of Arts degree programs at Minnesota West Community and Technical College require a total of 60 semester, equivalent to 90 quarter, hours credit for graduation. The general education core includes study in the areas of English composition, humanities and fine arts, natural sciences and mathematics, and social and behavioral sciences.

Minnesota West Community and Technical College students who have completed the general education core will be considered to have fulfilled the lower-division general education requirements for Capella University.

4. All College-level courses, meeting Capella University transfer requirements, at Minnesota West Community and Technical College will be evaluated for transfer into Capella University Baccalaureate degree programs up to a maximum of 144 quarter (96 semester) hours of academic credit.
5. Learners must complete a minimum of 50 percent of their core and specialization courses at Capella University.
6. Students from Minnesota West Community and Technical College must meet all other admission criteria documented in the current Capella University catalog.

ADDITIONAL BENEFITS PROVIDED BY CAPELLA UNIVERSITY

1. Eligible Minnesota West Community and Technical College faculty, staff and graduates will receive a 10% tuition reduction on all Capella courses, excluding fees, beginning with the date of articulation agreement as long as articulation agreement is in effect. The tuition discount is not retroactive.
2. Capella will extend a \$500 tuition grant to all faculty, staff, and graduates that enroll in the first 6 months of the Capella University/Minnesota West Community and Technical College alliance. The grant promotion is only available when a specific launch communication is directly sent to all faculty and staff announcing the relationship. The grant will be paid out over the first two consecutive quarters of enrollment in equal \$250 disbursements.
3. Capella extends exclusive benefits and expert resources to our U.S. Armed Forces learners including;
 - Tuition discounts of up to 15%
 - Credit for military training
 - Post-9/11 GI Bill and Yellow Ribbon program
 - Dedicated military support services team
 - Flexible military leave policy
4. Capella will provide a welcome page specifically for Minnesota West Community and Technical College faculty, staff and graduates on the Capella website (www.capella.edu/mnwest).
5. Capella will list Minnesota West Community and Technical College as an alliance member on an internal site utilized by Capella learners and/or on the main Capella website and

maintain a link that will direct learners to Minnesota West Community and Technical College's website.

6. Capella will provide marketing assistance, literature and other information to (Minnesota West Community and Technical College to support its efforts in promoting continued education.
7. Capella will provide Minnesota West Community and Technical College updated degree and transfer materials for learners and graduates.
8. When possible, Capella will participate in Minnesota West Community and Technical College transfer fairs, graduates events and faculty/staff development opportunities.
9. Capella is willing to work with Minnesota West Community and Technical College to co-sponsor a cohort learning group, a team of faculty and/or staff on a degree track together (minimum level of participants is required).
10. Capella will provide an Alliance Manager as the primary contact for Minnesota West Community and Technical College to facilitate the Articulation Agreement.
11. Capella will share information regarding the aggregate number of enrollments and courses taken by Minnesota West Community and Technical College faculty, staff and graduates on an annual basis.
12. When permissible Minnesota West Community and Technical College will be invited to various networking events hosted by Capella and attended by local Higher Education Alliance Program participants.
13. Capella may have faculty members available for on-site or web-based presentations on topical issues that are relevant to professionals in the education industry. Examples include *Trends and Challenges in Higher Education*, *Academic Standards in Online Teaching and Curriculum*, *Instructional Design in Online Learning*, and *Succession Planning: Addressing the Leadership Gap in Higher Education*.

Faculty participation is subject to availability and may be at the expense of Minnesota West Community and Technical College.

Minnesota West Community and Technical College PARTICIPATION GUIDELINES

1. Minnesota West Community and Technical College will assign a primary point of contact person to work with the Alliance Manager in order to effectively implement participation benefits to faculty, staff and graduates.
2. Minnesota West Community and Technical College will work with Capella to develop the best way to share the benefits of this agreement with faculty, staff and graduates.
 - Minnesota West Community and Technical College will distribute an email detailing the benefits of the new agreement to faculty/staff and student/graduate distribution lists.
 - Minnesota West Community and Technical College will issue a press release/announcement detailing the benefits of the new agreement
 - Minnesota West Community and Technical College will update their internet/intranet site with transfer information and links to the Capella Welcome Page (www.capella.edu/mnwest)

- Minnesota West Community and Technical College will distribute a literature piece (oversized postcard) to faculty/staff campus mailboxes
- If permissible, Minnesota West Community and Technical College will provide Capella with a graduate mailing or email list or facilitate a mailing to graduates communicating the benefits available through the updated agreement

***See attached Communication Plan Options for on-going support opportunities

3. Minnesota West Community and Technical College will distribute and/or make available updated degree and transfer information from Capella University to its learners via their transfer or career center.
4. Minnesota West Community and Technical College will provide a link to their job postings to be linked to Capella University's Internal Career Center site. This will provide a link for Capella graduates to review possible job opportunities with Minnesota West Community and Technical College.

GUIDING PRINCIPLES FOR BOTH PARTICIPATING INSTITUTIONS

1. Implementation and interpretation of this Articulation Agreement will be consistent with applicable and mandatory policies and procedures established by the accrediting and governing bodies of the institution and other agencies having jurisdiction over the operation of either institution.
2. Participation of learners in the degree programs will be permitted in compliance with the applicable federal, state, and local non-discrimination laws and regulations.
3. Both institutions shall advertise the provisions of this agreement so that it is disseminated to all prospective and existing learners by reasonable means. This could include but is not limited to, student catalogs, transfer guides, program brochures, intranet or Internet sites, and other advertising.
4. Both institutions may issue joint press releases and other announcements with prior approval from both parties.
5. Both institutions shall maintain their accreditation with their regional accrediting associations and any other accreditation currently in existence pertaining to this degree program.
6. Both institutions shall have the common goal of developing a comprehensive and seamless services infrastructure for this program.
7. Both institutions may build and maintain a link on their intranet and/or their internet site that posts employment information so that students and alumni may research employment opportunities with alliance institutions.

DURATION AND TERMINATION OF THIS AGREEMENT

The agreement will remain in effect for one year and automatically renewed thereafter as long as the obligations of the relationships are met by both parties. This agreement will be reviewed annually for changes to degree and general education requirements at both Capella University and Minnesota West Community and Technical College. Either party may terminate participation


in the Articulation Agreement with 90-days notice. Tuition and fee rates, admission criteria and academic and other requirements will be subject to the Capella University Catalog at the time of the learner's admission to Capella. Active learners at the time of termination will be grandfathered in and receive tuition discount until such time they become discontinued from the program.

Capella will establish a procedure to assist in identifying Minnesota West Community and Technical College faculty, staff and graduates by the time of application. However, it is ultimately the responsibility of the Minnesota West Community and Technical College affiliated learner to identify themselves in order to receive the tuition discount and be considered a participant in the Articulation Agreement. In the event the affiliated learner officially notifies Capella after they begin their coursework, the tuition discount will not be retroactive and their participation in the benefits of the Articulation Agreement will begin in the following academic quarter. Periodically, Capella University will verify the learner's continued relationship with the member institution to determine eligibility of discount status. If the learner is no longer an employee or faculty member, their discount may be revoked on a go-forward basis.

REVISIONS TO AGREEMENT

Amendments and/or revisions to the Agreement may be made in writing at any time by mutual consent of all parties. Such amendments and/or revisions signed by authorized representatives of both parties shall be prepared in the form of an Addendum Agreement. The procedure for approval of such addenda and/or revisions shall follow the same procedure employed in securing approval of all parties in the original cooperative agreement. Each of the parties shall work cooperatively to review, at least annually, and to update each year as appropriate, specific items or operational procedures included in this agreement.

SIGNATURES OF PARTICIPATING INSTITUTIONS



Dr. Richard Shrubbs, President
Minnesota West Community and Technical College

10-31-10

Date



Dr. Jeffery Williamson, College Provost
Minnesota West Community and Technical College

10/25/10

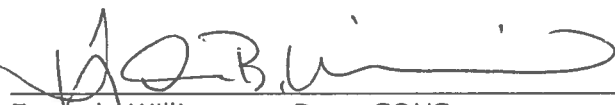
Date



Shannon Cisewski, Associate Registrar
Capella University

11-8-10

Date



Feranda Williamson, Dean SOUS
Capella University

11/5/2010

Date

*Capella University's Accreditation

Capella University is accredited by The Higher Learning Commission and a member of the North Central Association of Colleges and Schools (NCA), 30 N. LaSalle, Suite 2400, Chicago, IL 60602-2504, (312) 263-0456, www.ncahigherlearningcommission.org. The Higher Learning Commission grants regional accreditation, the type most common for major public, state, and private universities.