

**Articulation Agreement**  
**NORFOLK STATE UNIVERSITY**  
**AND**  
**COLLEGE OF SOUTHERN MARYLAND**

Norfolk State University (NSU) and College of Southern Maryland (CSM) recognize the need to facilitate the admission of transfer students from its institutions as they pursue educational goals leading to the baccalaureate degree. In an effort to ease the transfer process and to promote the closer coordination of academic courses, programs, and degrees offered by our institutions, we do hereby enter into the following articulation agreement.

**Admission Agreement**

**Part I.** For those students who successfully complete a college transfer curriculum, that is an Associate of Arts (A.A.), an Associate of Science (A.S.), or an Associate of Arts in Teaching (A.A.T.) degree at College of Southern Maryland and plan to attend Norfolk State University, the two institutions agree to the following.

1. Norfolk State University will admit those College of Southern Maryland students who have completed the requirements of an approved articulation agreement, transfer program agreement, and/or equivalent courses between the two institutions, received an A.A., an A.S., or an A.A.T. degree with a cumulative 2.0 grade point average, and made proper application for admission to Norfolk State University. These students will be admitted as upper division students provided they have received grades of C or better in their course requirements. Students must still meet the grade point average required by specific departments that may be higher than 2.0.
2. Norfolk State University and College of Southern Maryland will follow the designed and approved articulation agreement, transfer program agreements, and/or course equivalencies that have been developed jointly by the two institutions and signed by the appropriate officials in each institution's Provost Office or Office of Academic Affairs.
3. Only credits applied toward the receipt of the transfer oriented associate degree, the A.A., the A.S. or the A.A.T. will be accepted not to exceed 90 credits including satisfying the lower division general education requirements except those required specifically by a school, college and/or departments for a given major and other prerequisite program and graduation requirements that apply to all students (e.g. Exit Examination of Writing Competency). College of Southern Maryland students will not be required to repeat course content that has been evaluated as equivalent to an upper level course at NSU; however, students may be required to complete additional upper level credits to meet NSU or program requirements.
4. Norfolk State University will guarantee acceptance of all transferable credits as outlined in the approved articulation agreement, transfer program agreement, and/or course equivalencies and will accept the student with junior standing. No distinction will be made by NSU regarding college courses applicable to the college transfer-oriented associate degree that are

taken through dual enrollment arrangements with high schools if they meet the appropriate requirements for course transfer. However, NSU can not guarantee that students will be able to complete all requirements for graduation within the 120 credit minimum required for graduation at NSU.

5. Acceptance in some degree programs at NSU is competitive; thus admission into NSU does not imply admission to these programs without further acceptance by the program or department offering the program. Students should follow all special school, college and/or departmental application procedures and deadlines, as well as grade point requirements listed in the NSU catalog for native NSU students.
6. College of Southern Maryland students in the agreed-upon articulation agreement, transfer program agreement, and/or course equivalencies, where applicable, will be granted the same consideration as native Norfolk State University students with regard to changes in academic program admission, course requirements, registration, financial aid, student housing, and any other opportunities open to native students.

**Part II.** For those students who successfully complete an occupational/technical curriculum, that is an Associate of Applied Science (A.A.S.), the two institutions agree to the following.

1. Students will be eligible to transfer to Norfolk State University with an Associate of Applied Science (A.A.S.), with a grade of C or better in all courses, and who completes 37 specified general education credits while obtaining a cumulative grade point average of 2.0 or better.
2. College of Southern Maryland A.A.S. students may expect the following:
  - a. To have up to 90 credits (or less, if warranted) transfer to the Norfolk State University baccalaureate degree(s) identified in the transfer programs.
  - b. To have all of the approved courses in the degree program accepted and recorded by Norfolk State University.
  - c. To be admitted to Norfolk State University with full junior status. This includes being considered as satisfying the lower division general education requirements of Norfolk State University, except those required specifically by a school, college, and/or department for a given major.
  - d. To complete the remaining 30 credits or more at Norfolk State University in coursework prescribed by the University.
  - e. To be treated on an equal basis with native students with regard to awards and distribution of financial aid, campus housing, selection of courses, and other student services.
3. College of Southern Maryland will ensure that students seeking transfer to Norfolk State University under the auspices of this agreement will have met all of the agreed upon provisions.
4. Norfolk State University will accept full credit toward completion of the baccalaureate degree(s) identified in the articulation agreement, up to 90 credits, including curriculum related credits (occupational/technical), provided the following conditions are met:
  - a. The student has graduated from College of Southern Maryland with an A.A.S. degree.
  - b. The student has satisfactorily completed the specified 37 general education credits from the following areas: English composition and speech (9 credits),

humanities/fine arts (6 credits), social/behavioral sciences including the cultural requirement (9 credits), natural sciences (7 credits), mathematics (3 credits), and wellness (3 credits), or has completed the Virginia Community College System General Education Certificate except those specifically required by a school, college, and/or department for a given major.

- c. The student has a grade of C or better in all courses and has a cumulative grade point average of 2.0 or better.

### **Eligibility**

To be eligible for participation in this articulation agreement, students must:

1. Graduate with a cumulative GPA of 2.0 or higher from a transfer-oriented associate degree program or an occupational/technical degree program with the requirements noted above from College of Southern Maryland.
2. Declare an intent at CSM to transfer to NSU, and
3. Enroll at NSU within one year of completing the transfer-oriented degree or the occupational/technical degree.

Students who were previously enrolled at NSU and transferred back to College of Southern Maryland to complete the transfer-oriented associate degree or the occupational/technical degree are not eligible for participation in this agreement. College of Southern Maryland students who do not meet the eligibility requirements listed above are eligible to apply for admission to NSU but will not be admitted under this agreement.

### **Benefits to College of Southern Maryland Students**

1. College of Southern Maryland students may select the NSU catalog in effect at the time of their declaration at CSM of their intent to enroll or at the time of matriculation at NSU. CSM will inform NSU's Office of Admissions of students intent to enroll.
2. College of Southern Maryland students are eligible to apply for scholarships that NSU will provide annually for College of Southern Maryland students after matriculation as full-time, degree-seeking students at NSU as long as the agreement remains in effect. Students who successfully compete for a scholarship may hold that scholarship for a maximum of three years. However, a student shall not receive a scholarship that, when added to other financial aid received by that student, will enable the student to receive total assistance in excess of NSU's tuition and fees. Scholarships are contingent upon the student's maintaining a cumulative GPA of 2.5 or higher and full-time degree-seeking status at NSU.
3. College of Southern Maryland students are eligible to apply to NSU's Honors College. A limited number of scholarships are available who meet the criteria for the Dozoretz National Institute for Mathematics and Applied Sciences (DNIMAS) including a 3.2 cumulative grade point average and a minimum score of 1,500 on the SAT or 22 on the ACT. All non-DNIMAS students are eligible to apply to become Parsons Scholars if they meet the appropriate criteria and a 3.0 cumulative grade point average. Some scholarship support is available but eligibility is not contingent upon scholarship assistance. Transfer students entering with a transfer oriented associate degree and completing 15 hours of Honors courses plus an Honors' Seminar (or Honors endorsed senior project) will earn a diploma with an Honors College designation in their respective major. Transfer students entering with an associate's degree from an accredited community college with an Honors Program of its own may transfer up to 6 hours of Honors' credit toward the special post associate's degree (18 hour) Honors College diploma.

### **Responsibilities of College of Southern Maryland**

1. Disseminate accurate information to College of Southern Maryland transfer degree students regarding the general conditions of this agreement. Those provisions include the conditions for admission to NSU, and notification that admission to NSU does not guarantee acceptance to any particular major field of study.
2. Provide academic advising services to assist College of Southern Maryland students in choosing courses that will best prepare them for their intended major at NSU. The College of Southern Maryland will prepare academic and faculty advisors to provide appropriate and accurate advising services related to students' plans to apply to NSU.
3. Notify the chief transfer officer or designated official at NSU when situations arising warranting College of Southern Maryland faculty and NSU faculty interaction to address advising or curricular issues.
4. Collaborate with NSU designees to promote the articulation agreement among prospective and current College of Southern Maryland students.
5. Provide NSU with a summary of any research findings and actions related to the College of Southern Maryland transfer student performance at NSU.

### **Responsibilities of NSU**

1. Provide College of Southern Maryland with course equivalent information regarding College of Southern Maryland and the appropriate NSU courses. An annual review will be conducted to ensure that this information is shared with College of Southern Maryland on a timely basis.
2. Disseminate accurate information to prospective transfer students regarding the general conditions of this articulation agreement. Those provisions include the conditions for admission to NSU, and notification that admission to the university does not guarantee acceptance to any particular major field of study.
3. Provide academic advising services to College of Southern Maryland students no later than the term prior to transfer to assist student in making a smooth transition from the community college to NSU.
4. Notify the College of Southern Maryland representative when situations arise that warrant College of Southern Maryland faculty and NSU faculty interaction to address advising or curricular issues.
5. Collaborate with College of Southern Maryland to promote this articulation agreement among College of Southern Maryland students.
6. Provide annual tracking data on performance of College of Southern Maryland students at NSU, including credits presented and accepted in transfer, NSU courses attempted and completed, cumulative GPA, major, graduation date from NSU, and comparisons with native students. The specific data elements and the timing of the report will be determined by the institutional research staffs from the College of Southern Maryland and NSU.

### **Responsibilities of the Student**

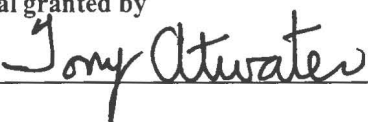
1. Declare an intent at CSM to enroll at NSU. CSM will notify NSU's Office of Admission of student's intent to enroll at NSU.
2. Know and understand the requirements for a transfer-oriented associate degree, the occupational/technical degree, as well as degree requirements and the specific requirements for the intended major at NSU.
3. Review this articulation agreement and the intended program of study at NSU. The declaration of intent to enroll at NSU should be made after the student has completed at least 15 credit hours at College of Southern Maryland, and before the student completes the transfer-oriented degree or the occupational/technical degree. It is incumbent upon the student to revise any change of name, contact information, or community college program of study prior to transferring to NSU. It is also required that the student inform NSU's Office of Admission upon any decision to discontinue participation under this agreement.

4. Contact the coordinator of transfer services and articulation at College of Southern Maryland for approval before initiating changes in his or her program of study.
5. Obtain a transfer-oriented associate degree or an occupational/technical degree with the requirements noted under this agreement with a cumulative grade point average of 2.0 or higher on a four-point scale. A minimum grade of "C" must be obtained in each course the student wishes to transfer. Eligible transfer students must provide transcripts from any other institutions attended and documentation for Advanced Placement, CLEP, or other advanced standing credit applied toward completion of the transfer-oriented associate degree or the occupational/technical degree.
6. Meet minimum grade criteria and prerequisites for courses in specific programs at NSU.
7. Follow NSU application and admission processes and timelines.
8. Notify the coordinator of transfer services and articulation at College of Southern Maryland if participation under this agreement is to be terminated.
9. Follow the NSU application and admission processes and timelines and request all previously attended colleges/universities submit an official transcript to NSU's Office of Admissions by May 31<sup>st</sup> for the following fall semester, and by November 1<sup>st</sup> for the following spring semester.

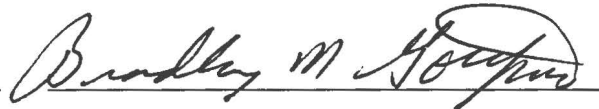
**Review of the Articulation Agreement**

1. College of Southern Maryland will designate officials who will be responsible for all aspects of this agreement at College of Southern Maryland. NSU will designate individuals responsible for all aspects of this agreement at NSU.
  - a. Representing NSU will be the Provost, the Vice Provost, and/or the University Articulation Coordinator with responsibility for curriculum management.
  - b. Representing the College of Southern Maryland will be the Vice President for Academic Affairs or the Dean of Instruction.
2. Both parties are to communicate the conditions of this articulation agreement to their respective clientele (external and internal constituents). NSU and College of Southern Maryland will review this articulation agreement at a minimum of every three years and make adjustments or amendments as deemed appropriate to maintain the integrity of each institution as well as for the improvement of the transfer process and student articulation. Such changes will not adversely affect students already enrolled and covered under the provisions of the existing articulation agreement.
3. The articulation agreement will remain in effect until terminated by either party upon written notice to the other party of an intention to terminate. Such notice should be given at least one year in advance of the effective date of termination, and students who entered under this agreement may take advantage of its terms for two years after termination becomes effective.

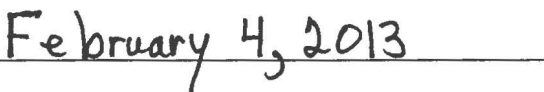
Approval granted by



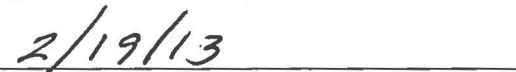
Tony Atwater, Ph.D., President  
Norfolk State University



Bradley Gottfried, Ph.D., President  
College of Southern Maryland



Date



Date

## Norfolk State University and College of Southern Maryland

### Transfer Program Agreement

CSM Degree Program AS Engineering NSU Degree Program BS/MS Optical Engineering



Date November 2011

CSM Requirements	Credit Hours	CSM Substitution to Meet NSU Requirements	Credit Hours	NSU Equivalent Courses /Electives/Comments	Credit Hours
CHE 1350 General Chemistry for Engineers	3			CHM 210 General Chemistry	3
EGR 1100 Introduction to Engineering	3			EEN Introduction to Engineering	3
MTH 1200 Calculus I and Analytic Geometry	4			MTH 184 Calculus I	4
ENG 1010 Composition and Rhetoric	3			ENG 101 Communication Skills	3
Arts	3	Any Humanities Elective	3	Humanities from the Core	3
MTH 1210 Calculus II	4			MTH 251 Calculus II	4
PHY 1210/1210L General Engineering Physics and Lab	4			PHY 160 Physics I	4
EGR 1210 Statics	3	MTH-2220 Introduction to Linear Algebra	4	MTH 300 Linear Algebra	3
Humanities	3	Any Humanities Elective	3	Humanities from the Core	3
MTH 2200 Calculus III	4			MTH 252 Calculus III	4
MTH 2210 Differential Equations	4			MTH 372 Differential Equations	3
PHY 2200/2200L General Engineering Physics II and Lab	4			PHY 161 Physics II	4



Elective (EGR, CHE, ITS or MTH)	3	ITS 1390 Programming for Engineers	3	EEN 102 Engineering Use of Computers	3
PHY 2210/2210L General Engineering Physics III and Lab	4	EGR 2310 Circuit Analysis EGR 2310 Circuit Analysis Lab	3 1	EEN 201 Electrical Network Theory EEN 201L Electrical Network Theory Lab	3 1
Elective (EGR, CHE, ITS, or MTH)	6	EGR 2710 Introduction to MATLAB EGR 2440 Digital Logic Circuit Design	3 3	Unrestricted Elective EEN 203 Electronic Principles	3 3
Social/Behavioral Sciences	6	Any Social Sciences Electives	6	Social Sciences form the Core	6
<b>Total Credit Degree Requirements</b>	<b>61</b>			<b>Total Transferable Credits Accepted</b>	<b>60</b>
				<b>Remaining NSU Courses for BS/MS Degree</b>	
				PHY 160 Physics I Lab	1
				PHY 161 Physics II Lab	1
				OEN 200 Geometric Optics**	3
				OEN 200L Geometric Optics Lab**	1
				OEN 201 Physical Optics**	3
				OEN 201L Physical Optics Lab**	1
				EEN 211 Materials Science	3
				UNI 101 Freshman Seminar	0
		WFS 1700 and WFS 1700L*	3	HED 100 Personal and Community Health PED 100 Fundamentals of Fitness for Life	2 1
		ENG 1020*	3	ENG 102 Communication Skills II	3
		COM 1010*	3	SCM 285 Principles of Speech	3
				MTH 351 Probability and Statistics	3
				EEN 321 Electromagnetic Theory	3
				EEN 411 Engineering Economics	3
				Technical Elective	3
				Engineering Elective	3

			OEN 340 Lasers and Photonics	3
			OEN 340 Lasers and Photonics Lab	1
			OEN 360 Optical Materials	3
			OEN 380 Quantum Optics	3
			OEN Optical Systems Analysis	3
			OEN 460 Optical Communications I	3
			OEN 460 Optical Communications Lab	1
			OEN 461 Optical Communications II	3
			OEN 461L Optical Communications Lab II	1
			OEN 490 Senior Seminar	1
			OEN 498 Senior Projects I	3
			OEN 499 Senior Projects II	3
			ENG 299 English Writing Examination	0
			Cultural Elective	3
			<b>Total Hours for Undergraduate Degree</b>	<b>128</b>
			<b>Graduate Level Courses</b>	
			OEN Advanced Engineering Mathematics	3
			OEN 520 Optical Design and Engineering	3
			OEN 540 Lasers and Photonics	3
			OEN 580 Quantum Mechanics	3
			OEN 590 Research Methods	1
			OEN 630 Optoelectronic Devices	3
			OEN 690 Applied Optics Research Seminar	3
			EEN 663 Solid State Devices	3



				Graduate Electives	9
				<b>Total Hours for Graduate Degree</b>	<b>31</b>

Notes: \*Courses will meet additional general education requirements at NSU. If courses are not completed at CSM, the equivalent must be completed at NSU.

\*\* Optical engineering majors must take OEN 200, OEN 200L, OEN 201, and OEN 201L during the summer prior to transferring to NSU via televideo.

**Each institution reserves the right to make changes and/or substitutions as deemed necessary.**

College of Southern Maryland

*Susan A. Subocz*

Susan Subocz, Ph.D. Interim Vice President for Academic Affairs

*4/2/2013*

Date

Norfolk State University

*Sandra Deloatch*

Sandra Deloatch, Ph.D. Interim Provost and Vice President for Academic Affairs

*2/4/2013*

Date