



CAPELLA UNIVERSITY

This Articulation Agreement ("Agreement") is entered into on November 8, 2012 by and between Georgia Piedmont Technical College¹, located at 495 North Indian Creek Drive, Clarkston, GA 30021-2397, hereinafter Georgia Piedmont Technical College, and by Capella University², located at 225 So. 6th Street, 9th floor, Minneapolis, MN 55402, hereinafter Capella University.

PURPOSE

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

This Agreement includes a course-to-course transfer agreement between Georgia Piedmont Technical College and Capella University, which is intended to allow holders of Georgia Piedmont Technical College credits to transfer approved credit hours into a Capella University program of study.

DESCRIPTION OF THE RELATIONSHIP

1. Capella University will award quarter transfer credit for approved Georgia Piedmont Technical College courses into one of the bachelor's degree programs listed below:

Bachelor of Science in Business specializations (including all listed specializations)
Bachelor of Science in Information Technology specializations (including all listed specializations and minors)
Bachelor of Science in Public Safety specializations (including all listed specializations)
Bachelor of Science in Nursing (only applicable for individuals holding a valid RN license)
Bachelor of Science in Psychology (including all listed specializations)

Also included in this Agreement between Capella University and Georgia Piedmont Technical College are specific degree to degree agreements based on the 2012-2013 Georgia Piedmont Technical College catalog, allowing Georgia Piedmont Technical College graduates to be awarded specific credit hours into a Capella University program of study. Because Capella is on an academic quarter calendar, Capella University will convert semester credit hours to quarter credit hours using a formula to convert one (1) semester credit hour to the equivalent of one and one half (1.5) quarter credit hours. Specific degree program Agreements between Capella University bachelor degree programs and Georgia Piedmont Technical College Associate of Applied Science degrees are listed in Appendix 1.

2. Students from Georgia Piedmont Technical College graduating in one of the listed degree programs must graduate from Georgia Piedmont Technical College with an Associate of

¹ Georgia Piedmont Technical College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award Associate of Applied Science degrees, diplomas and technical certificates of credit. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Georgia Piedmont Technical College.

² Capella University is accredited by The Higher Learning Commission and is a member of the North Central Association of Colleges and Schools (NCA), www.ncahlc.org. Capella University, 225 South Sixth Street, Ninth Floor, Minneapolis, MN 55402, 1-888-CAPELLA (227-3522), www.capella.edu.

Applied Science (AAS) degree and have an overall GPA of at least 2.0 on a 4.0 scale, as calculated by Georgia Piedmont Technical College.

3. Students from Georgia Piedmont Technical College must meet all other admission and transfer criteria documented in the current Capella University Catalog.
4. All college-level courses meeting Capella University transfer requirements at Georgia Piedmont Technical College will be evaluated for transfer into a Capella University baccalaureate degree program up to a maximum of 132 quarter (88 semester) credit hours of academic credit.
5. Transfer students must complete a minimum of 48 quarter credit hours of their core and specialization course work at Capella to meet Capella University graduation requirements. A minimum of 24 of those quarter credit hours must be taken from within their specialization courses. In addition, at least 45 of the learner's final 90 quarter credit hours must be from Capella University.
6. (If applicable) Graduates of Georgia Piedmont Technical College who complete a bachelor's degree program with Georgia Piedmont Technical College, apply for admission to a graduate program at Capella University, and meet or satisfy all Capella University admission requirements will be admitted to Capella University's graduate programs of study.

ADDITIONAL BENEFITS PROVIDED BY CAPELLA UNIVERSITY

1. Eligible Georgia Piedmont Technical College faculty, staff, and graduates will receive a 10% tuition discount³ on all Capella University courses, excluding residential colloquia and fees, beginning with the date of this Agreement as long as this Agreement remains in effect. The tuition discount is not retroactive.
2. Capella University extends benefits and resources to our U.S. Armed Forces learners including;
 - Maximum tuition discount 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
3. Capella University will provide a welcome page specifically for Georgia Piedmont Technical College faculty, staff, and graduates on the Capella website (www.capella.edu/GPTC).
4. Capella University will list Georgia Piedmont 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 Georgia Piedmont Technical College's website.
5. Capella University will provide marketing assistance, literature, and other information to Georgia Piedmont Technical College to support its efforts in promoting continued education.
6. Capella University will provide Georgia Piedmont Technical College updated degree and transfer materials for learners and graduates.

³ While taking every effort to keep tuition costs down, Capella University reserves the right to increase tuition.

7. When possible, Capella University will participate in Georgia Piedmont Technical College transfer fairs, graduate events and faculty/staff development opportunities.
8. Capella University is willing to work with Georgia Piedmont 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).
9. Capella University will provide an Alliance Manager as the primary contact for Georgia Piedmont Technical College to facilitate the Agreement.
10. Capella University will share information regarding the aggregate number of enrollments and courses taken by Georgia Piedmont Technical College faculty, staff, and graduates on an annual basis.
11. When permissible, Georgia Piedmont Technical College will be invited to various networking events hosted by Capella and attended by local Higher Education Alliance Program participants.

Capella University 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 Georgia Piedmont Technical College.

GEORGIA PIEDMONT TECHNICAL COLLEGE PARTICIPATION GUIDELINES

1. Georgia Piedmont 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. Georgia Piedmont Technical College will work with Capella University to develop effective ways to share the benefits of this Agreement with faculty, staff, and graduates. (Examples may take a variety of forms including messaging within graduate publications, student newspaper, faculty newsletter, Internet or intranet placement, participation in a transfer event and/or faculty/staff development opportunity.)
3. Georgia Piedmont 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. Georgia Piedmont 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 University graduates to review possible job opportunities with Georgia Piedmont Technical College.

GUIDING PRINCIPLES FOR BOTH PARTICIPATING INSTITUTIONS

1. Implementation and interpretation of this Agreement will be consistent with applicable and mandatory policies and procedures established by the accrediting and governing bodies of either institution or 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, where permitted, 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, where permitted, may issue joint press releases and other announcements with prior written 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 degree programs articulated via this Agreement.
6. Both institutions shall have the common goal of developing a comprehensive and seamless services infrastructure for this articulation program.
7. Both institutions, where permitted, 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.

PROCESS FOR IDENTIFYING MEMBERSHIP

Capella will establish a procedure to assist with identifying Georgia Piedmont Technical College faculty, staff, and graduates. However, it is ultimately the responsibility of Georgia Piedmont Technical College affiliated learners to identify themselves in order to receive the tuition discount and be considered a participant in the Agreement. Affiliated learners failing to officially notify Capella University until after they begin their course work will not be entitled to receive a retroactive tuition discount. Their tuition discount and participation in the benefits of the Agreement will begin the following academic quarter. In situations where a tuition discount is being provided to a learner based on their employment status as a faculty or staff member of Georgia Piedmont Technical College, Capella University will periodically verify the learner's continued employment relationship with the member institution. If it is determined that the learner is no longer a faculty or staff member, their eligibility to receive the tuition discount will cease on a go-forward basis.

DURATION, TERMINATION AND GOVERNING LAW OF THIS AGREEMENT

The Agreement will remain in effect for three (3) years and will be deemed to renew automatically for additional one-year terms as long as the obligations of the relationships are being met by both parties. This Agreement will be reviewed no later than three years from signature date for changes to degree and general education requirements at both Capella University and Georgia Piedmont Technical College.

Either party may terminate participation in the Agreement with or without cause by giving a 90-day written notice to the other party. 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 University. Active learners at the time of termination will be grandfathered in and receive a tuition discount until such time they are separated from Capella University.

This Agreement shall be governed by and construed in accordance with the laws of Minnesota, without regard to the principles of conflicts of law thereof. Any legal action

arising out of this Agreement shall be venued in the state or federal court located in Hennepin County, Minnesota.

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.

NOTICES

All notices, authorizations, and requests in connection with this Agreement shall be deemed given on the day they are (i) deposited in the U.S. mails, postage prepaid, certified or registered, return receipt requested; or (ii) sent by air express courier (e.g. Federal Express, UPS), charges prepaid, signature receipt requested; and addressed as set forth below:

For: Georgia Piedmont Technical College
495 North Indian Creek Dr, Clarkston,
GA 30021-2397

Clarkston, GA 30021-2397

Attn: Tanya Gorman
Email: gormant@gptc.edu

Phone: 404-297-9522 ext. 1142
Fax: 404-294-6496

For: Capella University
Capella Tower

225 South 6th Street, 9th Floor
Minneapolis, MN 55402

Attn: Office of General Counsel
Email: Contracts@capella.edu

Phone: 612.977.5220
Fax: 612.977.5057

We look forward to working with you and adding value to your institution. If you choose to execute this Articulation Agreement as described above, please sign below:

SIGNATURES OF PARTICIPATING INSTITUTIONS

Institution President/VP/Provost
Georgia Piedmont Technical College

Date

Kelly Brooks, Admissions and Transfer Officer
Capella University

Date

Feranda Williamson, Dean School of Undergraduate Studies

Date

**Appendix 1
List of Articulated Programs between Georgia Piedmont Technical College and
Capella University**

Georgia Piedmont Technical College Associate Degree	To	Capella University Bachelor’s Degree Program
AAS Accounting		BS Business, Business Administration
AAS Banking and Finance		BS Business, Business Administration
AAS Business Administration		BS Business, Business Administration
AAS Business Management		BS Business, Business Administration
AAS Human Resource Management		BS Business, Business Administration
AAS Marketing Management		BS Business, Business Administration

* AAS Criminal Justice Technology – Criminal Justice Administration		BS Public Safety (all specializations)
* AAS Criminal Justice Technology – Crime Scene		BS Public Safety (all specializations)
* AAS Criminal Justice Technology – Public Safety		BS Public Safety (all specializations)
* AAS Computer Programming Specialist		BS IT General Information Technology
* AAS Computer Programming Specialist		BS IT Network Technology minors
* AAS Computer Programming Specialist		BS IT System Development minors

* Denotes that the following programs do not meet the minimum 90 quarter credit hours required for students to enter Capella University at a junior level standing.

AAS Criminal Justice Technology – Criminal Justice Administration students applying for any BS Public Safety specialization must complete 11 quarter credits of core, specialization, or acceptable General Education coursework to reach junior status at Capella University. (Students must complete 22.5 quarter credits of acceptable General Education coursework, including at least 1.5 quarter credits each of acceptable Communications, Humanities, and Mathematics/Natural Science coursework, to fulfill Capella University’s General Education requirement.)

AAS Criminal Justice Technology – Crime Scene students applying for any BS Public Safety specialization must complete 11 quarter credits of core, specialization, or acceptable General Education coursework to reach junior status at Capella University. (Students must complete 22.5 quarter credits of acceptable General Education coursework, including at least 1.5 quarter credits each of acceptable Communications, Humanities, and Mathematics/Natural Science coursework, to fulfill Capella University’s General Education requirement.)

AAS Criminal Justice Technology – Public Safety students applying for any BS Public Safety specialization must complete 3.5 quarter credits of core, specialization, or acceptable General Education coursework to reach junior status at Capella University. (Students must complete 22.5 quarter credits of acceptable General Education coursework, including at least 1.5 quarter credits each of acceptable Communications, Humanities, and Mathematics/Natural Science coursework, to fulfill Capella University’s General Education requirement.)

AAS Computer Programming Specialist students applying for the BS IT General Information Technology specialization must complete 10.5 quarter credits of core, specialization, or acceptable General Education coursework to reach junior status at Capella University. (Students must complete 22.5 quarter credits of acceptable General Education coursework, including at least 1.5 quarter credits each of acceptable Social Science, Humanities, and Mathematics/Natural Science coursework, to fulfill Capella University's General Education requirement.)

AAS Computer Programming Specialist students applying for the BS IT Network Technology or System Development minors must complete 4.5 quarter credits of core, specialization, or acceptable General Education coursework to reach junior status at Capella University. (Students must complete 22.5 quarter credits of acceptable General Education coursework, including at least 1.5 quarter credits each of acceptable Social Science, Humanities, and Mathematics/Natural Science coursework, to fulfill Capella University's General Education requirement.)

Appendix 2

**List of Acceptable Georgia Piedmont Technical College
General Education courses**

Capella University General Education Requirements	Required Quarter Credit Hours	Georgia Piedmont Technical College General Education courses
Communications	Min. 6	All courses listed in Area I - Language Arts/Communications except ENGL2130 (Will fulfill Humanities)
Humanities	Min. 6	All courses listed in Area IV - Humanities/ Fine Arts
Math/Natural Science	Min. 6	All courses listed in Area III - Natural Sciences/Mathematics except MATH1100 (Will fulfill Electives)
Social Science	Min. 6	All courses listed in Area II - Social/ Behavioral Sciences
Total General Education	45	

Based on Approved Core of General Studies (2012-2013 catalog)