

Memo of Agreement Regarding Articulation  
The Pennsylvania State University for University College  
and  
Lehigh Carbon Community College

**PURPOSE**

The Pennsylvania State University, on behalf of the University College and Lehigh Carbon Community College establish this *Memorandum of Agreement Regarding Articulation* to facilitate the matriculation of students from Lehigh Carbon Community College to Penn State University Colleges campuses. The purpose of the agreement is to provide a pathway for students who have successfully completed a transfer associate degree program at Lehigh Carbon Community College to transition to a parallel baccalaureate degree program at the University College campuses with a goal of improving student completion and degree attainment. The agreement defines admission criteria, the academic programs included in the agreement, process for the evaluation of transfer credits and academic advising services to support students in their transition from Lehigh Carbon Community College to the Penn State University College campuses.

**PROCEDURES**

**A. Admissions Requirements**

Lehigh Carbon Community College students apply to Penn State by submitting the Penn State undergraduate admissions application and official transcripts from Lehigh Carbon Community College and any other colleges or universities attended. The application fee will be waived.

Students who complete an AA, AFA, AS or AAS transfer degree program included in Appendix A, are in good standing, and have a minimum grade-point average of 2.00 are guaranteed admission to Penn State. Criteria for transfer admission to academic programs may also include successful completion of specific course requirements.

Community College students can request dual admission to a Penn State Commonwealth campus by submitting an *Intent to Enroll Form* during their enrollment at Lehigh Carbon Community College. Students will receive a conditional offer of admission to a Penn State Commonwealth Campus. During the last semester of enrollment at the community college, dual admitted students will complete and submit a transfer application via MyPennState. The admissions application fee will be waived. Penn State Commonwealth Campuses will report monthly the names of any students who submit the *Intent to Enroll Form* to the PA Community College transfer advisers.

Students will be asked to notify Penn State of any criminal history prior to enrollment. A prior criminal history issue will not necessarily disqualify a student from attending Penn State but may be subject to further review.

GPA is calculated using the GPA reported by Lehigh Carbon Community College, in addition to all other institutions where a student has attempted college coursework.

## **B. Academic Programs**

The Penn State baccalaureate programs included in the terms of the agreement are detailed in Appendix A and may be updated by the parties without renewing the memo of agreement.

Programs stated in Addendum A will articulate 60 credits of associate degree courses to be applied to degree requirements in a specific Penn State Commonwealth Campus baccalaureate major. Any exception to articulate fewer than 60 credits toward PSU degree requirements must be approved by academic leadership of the PA Community College and the Penn State Commonwealth Campus.

Program-to-program transfer guides outlining the specific course equivalencies and approved substitutions for each academic program are included in the agreement. The guides were developed in consultation with Lehigh Carbon Community College and Penn State disciplinary faculty and are included as Addendum B.

Majors not specified in Addendum A, including those offered at other Penn State college and campuses are not covered by the terms of this agreement. Therefore, students admitted under this agreement who seek to enter a major at another Penn State college/campus, would be evaluated based on the advanced standing admissions criteria of that college and campus.

### **Penn State Evaluation of Transfer Credits**

Specific course transferability and equivalency, presented in Addendum B were determined by disciplinary faculty and are communicated through transfer course tables maintained by Penn State's Undergraduate Admissions Office in the student information system.

Lehigh Carbon Community College courses evaluated as equivalent to Penn State courses or approved as general credit within a discipline, with grades of C (2.0) or higher, will be added to the student's Penn State academic transcript by the Undergraduate Admissions Office.

Transferability of courses not specified in the program-to-program guides will be reviewed by the Undergraduate Admissions Office on a case-by-case basis. Syllabi are required to support all course evaluations.

Courses evaluated as general requirements were reviewed by the Penn State faculty in the discipline of the course and in some cases, were applied as substitutions for specific degree requirements.

The curriculum transfer guides, in effect at the time a student first enrolls at Lehigh Carbon Community College, will be honored by Penn State if the student completes an AA or AS degree program named in the agreement and successfully transfers to a Penn State University College within four years of their first enrollment at Lehigh Carbon Community College, i.e., for students admitted in fall 2024 the agreement will be honored until spring 2028.

Courses/credits earned through Advanced Placement (AP), College-Level Examination Program (CLEP), or other testing programs will be evaluated according to Penn State's established criteria.

Credit evaluation for prior learning activity, for example military education experience and credit by portfolio will be assessed according to Penn State policy and through the process established by Penn State University College.

### **C. Cost of Attendance, Student Aid and Scholarship Eligibility**

Penn State participates in all the major federal and state student aid programs. Scholarships are awarded based on merit and/or financial need as defined by the specific scholarship program. Students who submit a Free Application for Federal Student Aid (FAFSA) to Penn State are considered for scholarships awarded by various University awarding units.

PA Community College students who transfer to a Penn State Commonwealth Campus will earn a Penn State degree at considerable savings, paying \$5,000 to \$8,000 less (depending on the campus) in annual, full-time, upper division tuition as compared to Penn State's University Park campus.

Penn State will participate in the RaiseME Transfer Scholarship initiative and will provide grants up to a maximum of \$7,000 to PA Community College students upon transfer who meet the following eligibility requirements:

- Follow Penn State Commonwealth campuses at [RaiseMe](#),
- Enroll and earn micro-scholarships during enrollment at a PA Community College,
- Be a U.S. Citizen or Permanent Resident,
- Maintain a minimum cumulative grade-point average of 2.8; and,
- File the Free Application for Federal Student Aid (FAFSA) annually.

PA Community Colleges will support and promote the RaiseMe Transfer initiative on their campuses.

### **D. Academic Advising and Transition**

Lehigh Carbon Community College and Penn State University College campuses will work in partnership to develop and implement a plan to strengthen their shared roles in academic advising and transition support services.

Penn State University College campuses and Lehigh Carbon Community College will make advising materials and course equivalency information available to students via their respective websites.

Penn State University College campuses will be permitted to support the transition of students enrolled at a Community College via outreach initiatives that might include scheduled advising visits at the PA Community College or through invitation to visit the PSU Commonwealth Campus.

Penn State University College campuses will provide a dedicated transfer counselor and offer an academic orientation to transferring students for the purpose of providing academic advising and orientation to academic and technology resources, student life and career services, and financial aid and billing information.

Admissions and Advising staff from Lehigh Carbon Community College and Penn State University College campuses will meet annually to discuss and enhance student transitions.

**E. Update/Report/Relationship**

The Pennsylvania State University and Lehigh Carbon Community College agree to review the agreement and relevant transfer course equivalencies annually and will each assign an individual to serve as liaisons for the purpose of monitoring and updating the agreement. This agreement may be amended, as needed, for a specific course or program articulation without affecting the currency of the master agreement.

As a component of this review process The Pennsylvania State University will include five years of data showing enrollment and completion by community college students at the University to be updated annually.

**F. Amendments and Term of Effect**

This document constitutes the entire agreement and terms of understanding between The Pennsylvania State University on behalf of Penn State University College campuses and Lehigh Carbon Community College and supersedes any other prior agreements or understandings between the two parties.

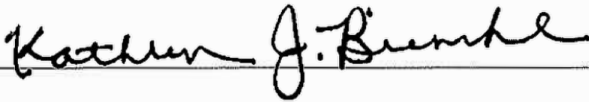
The master agreement will be reviewed annually and revised as necessary. All revisions are to be approved by each institution's official signatories. This Agreement will have a term of one (1) year starting from the last date provided below and will automatically renew for successive one (1) year terms, not to exceed (5) years.

This agreement may be terminated by either party upon written notice to the other party of an intention to terminate. Such notice will be effective only if given one year prior to the intended date of termination.

In the event that this agreement is terminated, curriculum transfer guides, in effect at the time a student first enrolls at Lehigh Carbon Community College in the AA, AFA, AS, or AAS programs identified in Addendum A will be honored for students who complete an AA or AS degree program and successfully transfers to Penn State University College campuses within four years of their first enrollment at Lehigh Carbon Community College.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

FOR THE PENNSYLVANIA STATE UNIVERSITY



Kathy Bieschke  
Senior Vice Provost for Undergraduate Education

DATE: 9/5/2024



Margo DelliCarpini  
Vice President and Executive Chancellor  
Commonwealth Campuses

DATE: 8/27/2024




Matt Melvin  
Vice President, Enrollment Management

DATE: 8.23.24



Dr. Tina Richardson  
Chancellor, Penn State Lehigh Valley

DATE: 8/23/24



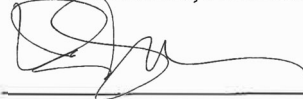
Dr. Elizabeth Wright  
Regional Chancellor and Chief Academic Officer  
Penn State Hazleton, Scranton, Wilkes-Barre

DATE: 08/26/2024



Dr. Cory Scherer  
Interim Chancellor, Penn State Schuylkill

DATE: 8/26/2024



Dr. Lynda Goldstein  
Chancellor, Penn State Wilkes-Barre

DATE: 8/26/2024

FOR LEHIGH CARBON COMMUNITY COLLEGE

Dr. Ann Bieber

DATE: 8/12/24

Dr. Ann Bieber  
President, Lehigh Carbon Community College

Larissa M. Verta

DATE: 8/9/2024

Larissa Verta  
Vice President for Academic Services and Student Development