

**Memo of Agreement Regarding Articulation
Between College of Agricultural Sciences and
Pennsylvania College of Technology**

1. The rationale for the proposed articulation agreement

The College of Agricultural Sciences and the Plant Science Department are interested in the development of a formal articulation agreement between the Penn College- Landscape/Horticulture Technology degree program and the Landscape Contracting – Management option major in our college. This agreement would formalize the transfer of students from Penn College into the baccalaureate program in Landscape Contracting- Management Option in the Department of Plant Science. This articulation will serve an example for future articulations in the college.

2. Course Equivalency and Substitution Pennsylvania College of Technology & PSU Courses *

Penn College Course	Credits	Title	PSU Course	Credits	Title	Direct or Substitution
FYE 101	1	FIRST YEAR EXPERIENCE	AG 150	2	BE A MASTER STUDENT	SUBSTITUTION
HRT 101	1	INTRO TO ORN. HORT	AG 150	2	BE A MASTER STUDENT	SUBSTITUTION
HRT 110	3	SOILS AND FERTILIZERS	SOILS 101	3	INTRODUCTORY SOIL SCIENCE	SUBSTITUTION
HRT 113	3	ORNAMENTAL PLANTS	HORT 131	3	HERBACEOUS PERENNIAL AND ANNUAL IDENT.	SUBSTITUTION
BIO 111	3	BASIC BOTANY	BIOL 127	3	PLANT BIOLOGY	DIRECT
ENL 111	3	ENGLISH COMP. 1	ENGL 015	3	RHETORIC AND COMPOSITION	DIRECT
MTH 124	3	TECH ALGEBRA AND TRIG 1	MATH	3	QUANTIFICATION (GQ)	SUBSTITUTION
HRT 121	3	LANDSCAPE PLANTS	HORT 138	3	ORNAMENTAL PLANT MATERIALS	DIRECT
ENL 201	3	TECHNICAL AND PROFESSIONAL COMMUNICATION	ENGL 202D	3	EFFECTIVE WRITING: BUSINESS WRITING	DIRECT
HRT 216	3	TURFGRASS MANAGEMENT	TURF 100	3	INTRODUCTION TO TURFGRASS MANAGEMENT	SUBSTITUTION
HRT 224	3	LANDSCAPE CONSTRUCTION	HORT 250	3	LANDSCAPE CONTRACTING DESIGN/BUILD PRINCIPLES	SUBSTITUTION
HRT 225	3	LANDSCAPE DESIGN	HORT 250	3	LANDSCAPE CONTRACTING DESIGN/BUILD PRINCIPLES	SUBSTITUTION
HRT 226	3	LANDSCAPE MANAGEMENT	HORT 408	4	LANDSCAPE PLANT ESTABLISHMENT AND MAINTENANCE	SUBSTITUTION
HRT 233	3	SUSTAINABLE LANDSCAPE PROCEDURES AND PRACTICES	HORT 408	4	LANDSCAPE PLANT ESTABLISHMENT AND MAINTENANCE	SUBSTITUTION
FIT XXX	1	FITNESS AND LIFETIME SPORT	KINES	1	HEALTH AND PHYSICAL ACTIVITY (GHA)	SUBSTITUTION
ART 140, 180 or 215	3	CERAMICS, DRAWING, or PRINTMAKING	ART, ART 020, or ART	3	GA	SUBSTITUTION / DIRECT/ SUBSTITUTION
MKT 243	3	SALES	MKT 220	3	PERSONAL SELLING	DIRECT
HRT 245	3	ADVANCED LANDSCAPE PLANTS	HORT 137	3	ORNAMENTAL PLANT MATERIALS	SUBSTITUTION
ECO 112	3	PRINCIPLES OF MICROECONOMICS	ECON 102	3	INTRO TO MICROECONOMICS	DIRECT

**Revised June 2015*

3. Suitability of partner institution as a comparable college or university

The Pennsylvania State University (PSU), through the College of Agricultural Sciences (College of Ag Sciences) – Plant Science Department and the Pennsylvania College of Technology seek to establish this Memorandum of Agreement Regarding Articulation to facilitate the matriculation of students who wish to continue their post-secondary education in the area of Landscape Contracting Management. The preparation and match between the Landscape/Horticulture associate degree at Penn College and the Landscape Contracting Management program at Penn State is logical and optimal pathway for students seeing a bachelor's degree in this discipline.

4. Future Program Review and Renewal

Plant Science and Penn College agree to review the agreement and relevant transfer course equivalencies annually and will each assign an individual to serve as liaison for the purpose of monitoring this agreement. The Penn College liaison will notify the Penn State Plant Science liaison upon any modification of curriculum that could impact the articulation of equivalent courses or the requirements of Penn College associate programs. Penn State Plant Science will notify the Penn College liaison of any modifications of curriculum that could impact articulation of equivalent courses or the requirements of the program. All course-by-course transfer guides may be amended as programs are added or discontinued or as curricula are revised by either institutional partner.

5. Estimated number of students transferring to Penn State annually.

It is anticipated 3-5 students will transfer into the Landscape Contracting Management option degree program annually.

6. Admissions Requirements and evaluation of transfer of academic credits.

Students apply to Penn State by submitting the Penn State undergraduate admissions application and official transcripts from Penn College and any other colleges or universities attended. The admissions application fee will be waived. Students must complete an AS transfer degree program with a minimum grade point average of 2.0 and must successfully complete all specific courses required for entry to the PSU parallel baccalaureate program. The Penn State major included in terms of the agreement is the College of Ag Sciences Landscape Contracting – Management option.

The transfer guides, in effect in the semester a student first enrolls Penn College, will be honored by the College of Ag Sciences if the student completes an AS degree program and successfully transfers to the College of Ag Sciences within four years of their first enrollment at Penn College (i.e. for students admitted in fall 2014, the agreement will be honored until fall 2018). (See Addendum C).

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 will be completed consistent with Penn State policy.

Penn College courses, evaluated as equivalent or approved as substitutions for Penn State College of Ag Sciences courses, will apply to degree requirements in the student's baccalaureate program, as outlined in # 2 above. Additionally an 8 semester recommended academic plan will help facilitate course selection at Penn College and articulation into the Landscape Contracting – Management option (see Addendum A: Recommended 8 semester academic plan).

7. Academic Advising and Transition

The Penn State Plant Science Department and Penn College will maintain course equivalency information on their respective websites and admissions and course articulation information will be made available to students through the transfer advising services at Penn College.

Penn College will provide opportunities for Plant Science staff to meet with prospective students at Penn College to provide academic advising support and to connect students to the Landscape Contracting major.

The Penn State Plant Science Department will 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.

8. The Impact of the proposed articulation agreement on other programs, colleges, and campuses.

The articulation agreement should not negatively affect other programs, colleges, and campuses of the University. The agreement does not alter admissions requirements and prospective students will still need to meet existing academic requirements and standards. The agreement has the potential to positively impact the Plant Science Department, meet industry needs, and offer those students attending Penn

College the opportunity to complete their BS degree in the College of Agricultural Sciences.

9. A plan for future program review and approval.

The master agreement will be reviewed every five years by both parties and will be revised as necessary. For renewal all revisions are to be approved by each institution's official signatories.


10. Exit Strategy and accommodations of enrolled students if the parties to the agreement decide to terminate.

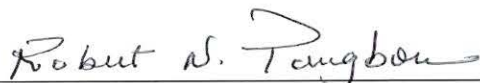
This master agreement may be terminated by either party upon written notice to the other party of an intention to terminate. Such notice will be effective only if given 180 days prior to the intended date of termination. In the event that this agreement is terminated, curriculum transfer guides, in effect at the time a student first enrolls at Penn College, will be honored for students who complete an AS degree program and successfully transfer to the Plant Science Department within four years of their first enrollment at Penn College (i.e. for Penn College students admitted fall 2014, the agreement will be honored until fall 2019).

11. Evidence of Consultation (see Addendum D)

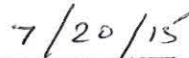


Dr. Richard Roush
Dean
College of Agricultural Sciences
Penn State University


Date



Dr. Robert N. Pangborn
Vice President and Dean for Undergraduate Education
Penn State University


Date



Dr. Davle Jane Gilmour
President
Pennsylvania College of Technology


Date

Addendum A: Recommended Academic Plan for Landscape Contracting Major – Management Option

Semester 1	Credits	Semester 2	Credits
EYE 101 – First Year Experience	1	HRT 117 – Sustainable Crop Production	3
HRT 101 – Introduction to Ornamental Horticulture	1	HRT 121 – Landscape Plants	3
HRT 102 – Horticulture Equipment Operation and Safety	1	CSC 124 – Information, Technology and Society	3
HRT 110 – Soils and Fertilizers	3	ENL 201 – Technical and Professional Communication	3
HRT 113 – Ornamental Plants	3	MKT 243 – Sales	3
BIO 111 – Basic Botany	3		
ENL 111 – English Composition I	3		
MTM 124 – Tech Algebra and Trig I	3		
Total Credits:	18	Total Credits:	15
Semester 3	Credits	Semester 4	Credits
HRT 209 – Plant Propagation and Production	3	HRT 224 – Landscape Construction	3
HRT 216 – Turfgrass Management	3	HRT 226 – Landscape Management	3
HRT 225 – Landscape Design	3	HRT 230 – Landscape Accessories	3
HRT 233 – Sustainable Landscape Procedures and Practices	3	HRT 245 – Advanced Landscape Plants	3
HRT 241 – Insects and Diseases of Ornamental plants	3	HRT 250 – Computer Landscape Design	3
FIT – Fitness and Lifetime Sport Elective	1	Elective OR ART 140, 120 or 215	3
Total Credits:	16	Total Credits:	18
Semester 5	Credits	Semester 6	Credits
Art (GA) or elective	3	AG BM 101 – Economic Principles of Agribusiness Decision Making (GS), ECON 014 – Principles of Economics (GS), ECON 102 – Microeconomics Analysis and Policy (GS), OR ECON 104 – Introductory Macroeconomic Analysis and Policy (GS)	3
Social and Behavioral Sciences (GS)	3	ENT 313 – Introduction to Entomology	2
LARCH 060 – History of Design on the Land (GA,US or IL)	3	ENT 314 – Management of Insect Pests of Ornamentals	1
Humanities (GH)	3	Humanities (GH)	3
HORT 101 – Horticultural Sciences (GN)	3	BLAW 243 – Legal Environment of Business	3
HORT 120 – Computer Applications for Landscape Contracting	2	CAS 100 – Effective Speech (GWS)	3
		PPEM 318 – Diseases of Forest and Shade Trees OR PPEM 300 – Horticultural Crop Diseases	2-3
Total Credits:	17	Total Credits:	17-18
Semester 7	Credits	Semester 8	Credits
Quantification (GQ)	3	Soils 401 – Soil Composition and Physical Properties	3
CHEM 101 – Introductory Chemistry (GN)	3	HORT 468 – Landscape Estimating and Bidding	2
HORT 410w – Issues in Landscape Contracting	3	SPAN 001 – Elementary Spanish I OR SPAN 002 – Elementary Spanish II or SPAN 105 Spanish for Students in the field of Agricultural Sciences	4
International or US Cultures (See note A below)	0-3	ASM 217 – Landscape Soil and Water Management	3
Health and Physical Activity (GHA)	2	ACCTG 211- Financial and Managerial Accounting for Decision Making	4
HORT 238 – Turf and Ornamental Weed Control	3	BA 250 – Small Business Management	3
Total Credits:	14-17	Total Credits:	19

Note A: This requirement may be fulfilled by selecting GH, GS and GA courses with the appropriate IL or US designation

Bold type indicates courses requiring a quality grade of C or better

Courses in semesters 1-4 are offered at Pennsylvania College of Technology. Courses in semesters 5-8 are offered at University Park

Addendum B: ACUE prospectus proposal and review memo

6/29/2015



Organizational Units

Division of
Undergraduate Studies

Morgan Academic
Support Center for
Student-Athletes

Office for
Communication

Penn State Learning

Reserve Officers'
Training Corps

Schreyer Institute for
Teaching Excellence

Student Aid

Student Orientation and
Transition Programs

Summer Sessions

Undergraduate
Admissions

University
Fellowships Office

University Registrar

Programs

A Capacity to Sustain
Democracy

Bachelor of Philosophy

e-Learning Cooperative

First-year Experience

Intercollege Minors

Learning Assessment

Research Opportunities
for Undergraduates

DATE: October 9, 2013

FROM: Jacqueline Edmondson

TO: ✓ Tracy S. Hoover
Mary Sullivan

Thank you for the submission of your prospectus for an articulation agreement between the College of Agricultural Sciences and the Pennsylvania College of Technology.

As you proceed, please assure compliance with Senate Policy 37-30, specifically item #1.e. which states that no more than 91 credits of previous work may be applied toward the College of Agricultural Sciences degree. In addition, the final document will need the signature of the Dean from the College of Agricultural Sciences, the Pennsylvania College of Technology, as well as the Vice President and Dean for Undergraduate Education. We also note that AAPP A-11 requires that proposing colleges submit articulations to the Senate ARSSA committee for their recommendations prior to forwarding the proposal to the Office of Undergraduate Education.

cc: Barbara Christ
David J. Christiansen
Judith Ozment
Robert N. Pangborn
Kenneth A. Womack
Susan C. Youtz



**Organizational Units
and Programs**

Division of
Undergraduate Studies

Morgan Academic
Support Center for
Student-Athletes

Penn State Learning

University
Fellowships Office

Reserve Officers'
Training Corps

Office for
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Student Orientation and
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University Registrar

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Teaching Excellence

Learning Assessment

First-year Experience
and Penn State Reads

eLearning@PSU
Cooperative

Research Opportunities
for Undergraduates

Bachelor of Philosophy

Intercollege Minors

Engaged Scholarship

DATE: June 25, 2015

FROM: Jacqueline Edmondson

Jacqueline Edmondson

TO: Richard T. Roush

The College of Agricultural Sciences is authorized to prepare the final Memorandum of Agreement Regarding Articulation between the College of Agricultural Sciences and Pennsylvania College of Technology. Please provide three original copies and secure the necessary signatures on each copy to be distributed to the College of Agricultural Sciences, Pennsylvania College of Technology, and the Office of Undergraduate Education. The agreement will become effective upon receipt of the final signed Memorandum of Agreement.

This authorization is given on behalf of the Executive Vice President and Provost.

cc: Nicholas P. Jones
Mohamad A. Ansari
Clark V. Brigger
Brian C. Clark
Kadi K. Corter
Anna M. Griswold
Daniel R. Hagen
Paula Hamaty
Sally A. Heffentreyer
Robert A. Kubat
Robert N. Pangborn
David R. Smith
Rachel E. Smith
Tracy S. Hoover

Addendum C: Course equivalences

6/29/2015



11/19/2014

Undergraduate Admissions Office
The Pennsylvania State University
201 Shields Building
University Park, PA 16802-1294

Student's name _____

ID Number _____

Course List Summary

Transfer College/University			PSU			
Transfer College	Crs/Dept	Crs Num/Cr	Crs/Dept	Crs Num	Crs/Title	Sem. Cr.
PENNSYLVANIA COLLEGE OF TECHNOLOGY (#39212)	FYE	101 / 1.00	PSU	General Credits		1.00
Comments:						
<ul style="list-style-type: none"> When a course transfers as general credits, the academic department will determine how the credits may apply toward meeting undergraduate requirements. 						
PENNSYLVANIA COLLEGE OF TECHNOLOGY (#39212)	HRT	101 / 1.00	HORT	General Credits		1.00
Comments:						
<ul style="list-style-type: none"> When a course transfers as general credits, the academic department will determine how the credits may apply toward meeting undergraduate requirements. 						
PENNSYLVANIA COLLEGE OF TECHNOLOGY (#39212)	HRT	110 / 3.00	SOILS	General Credits		3.00
Comments:						
<ul style="list-style-type: none"> When a course transfers as general credits, the academic department will determine how the credits may apply toward meeting undergraduate requirements. 						
PENNSYLVANIA COLLEGE OF TECHNOLOGY (#39212)	HRT	113 / 3.00	HORT	General Credits		3.00
Comments:						
<ul style="list-style-type: none"> When a course transfers as general credits, the academic department will determine how the credits may apply toward meeting undergraduate requirements. 						
PENNSYLVANIA COLLEGE OF TECHNOLOGY (#39212)	BIO	111 / 3.00	BIOL	127	PLANT BIOL	3.0
Comments:						
<ul style="list-style-type: none"> This course is a direct equivalent. 						
PENNSYLVANIA COLLEGE OF TECHNOLOGY (#39212)	ENL	111 / 3.00	ENGL	015	RHETORIC & COMP	3.0
Comments:						
<ul style="list-style-type: none"> This course is a direct equivalent. 						
PENNSYLVANIA COLLEGE OF TECHNOLOGY (#39212)	MTH	124 / 3.00	MATH	General Credits		3.00
Comments:						
<ul style="list-style-type: none"> When a course transfers as general credits, the academic department will determine how the credits may apply toward meeting undergraduate requirements. 						
PENNSYLVANIA COLLEGE OF TECHNOLOGY (#39212)	HRT	121 / 3.00	HORT	138	ORN PLT MAT	3.00
Comments:						
<ul style="list-style-type: none"> This course is a direct equivalent. 						
PENNSYLVANIA COLLEGE OF TECHNOLOGY (#39212)	ENL	201 / 3.00	ENGL	202C	TECHNICAL WRITING	3.0
Comments:						
<ul style="list-style-type: none"> This course is a direct equivalent. 						

PENNSYLVANIA COLLEGE OF TECHNOLOGY (#39212)	HRT	216 / 3.00	TURF	General Credits		3.00
Comments: <ul style="list-style-type: none"> When a course transfers as general credits, the academic department will determine how the credits may apply toward meeting undergraduate requirements. 						
PENNSYLVANIA COLLEGE OF TECHNOLOGY (#39212)	HRT	224 / 3.00	HORT	General Credits		3.00
Comments: <ul style="list-style-type: none"> When a course transfers as general credits, the academic department will determine how the credits may apply toward meeting undergraduate requirements. 						
PENNSYLVANIA COLLEGE OF TECHNOLOGY (#39212)	HRT	225 / 3.00	HORT	General Credits		3.00
Comments: <ul style="list-style-type: none"> When a course transfers as general credits, the academic department will determine how the credits may apply toward meeting undergraduate requirements. 						
PENNSYLVANIA COLLEGE OF TECHNOLOGY (#39212)	HRT	226 / 3.00	HORT	General Credits		3.00
Comments: <ul style="list-style-type: none"> When a course transfers as general credits, the academic department will determine how the credits may apply toward meeting undergraduate requirements. 						
PENNSYLVANIA COLLEGE OF TECHNOLOGY (#39212)	HRT	233 / 3.00	HORT	General Credits		3.00
Comments: <ul style="list-style-type: none"> When a course transfers as general credits, the academic department will determine how the credits may apply toward meeting undergraduate requirements. 						

TO BE COMPLETED BY DEAN/ACADEMIC DEPARTMENT REPRESENTATIVE ONLY IF THE PSU TRANSFER DESIGNATION ABOVE IS "GENERAL" (GEN*)

PLEASE COMPLETE TO DOCUMENT USE OF CREDITS

The approved course(s) above will fulfill the PSU degree requirements as noted at right.

Please enter the correct reference number (Ref. #) from above when determining applicability.

Dean's and/or Department Representative's Signature

APPLICABILITY TO PSU PROGRAM		
Ref. #	Requirement/Course Title	Sem Credits

Credit Transfer Policies

In evaluating course credit for transfer from another institution, the Undergraduate Admissions Office follows policies set forth by the Faculty Senate of the Pennsylvania State University. The Undergraduate Admissions Office is responsible for determining how credits transfer to Penn State. The academic department in which the student enrolls is responsible for determining how credits may be applied to meet the requirements of the degree program.

For transfer of credit

- Course work must be completed at a regionally accredited institution.
- Penn State must offer a similar course or program of study.
- Only courses in which a grade of "C" (2.0) or higher is earned will be considered for transfer. Course work completed on a Pass/Fail or Satisfactory/Unsatisfactory basis typically will not be transferred.
- Courses transferred do not affect the Penn State average and grades received for those courses do not appear on the Penn State transcript.
- Courses at Penn State carry semester hours of credit. Courses evaluated for transfer from colleges and universities with different credit systems (quarter hours, units) are converted to semester hours of credit.
- Course work can transfer either as a specific Penn State course (i.e. ECON 002) or as general credits in a subject area (i.e. ECON 3 GEN Credits).
- If appropriate, general credits may be used to fulfill degree requirements in any area. These general credits may be applied to the program of study in accordance with the policies established by the college of enrollment.



12/15/2014

Undergraduate Admissions Office
The Pennsylvania State University
201 Shields Building
University Park, PA 16802-1294

Student's name _____

ID Number _____

Course List Summary

Transfer College/University			PSU			
Transfer College	Crs/Dept	Crs Num/Cr	Crs/Dept	Crs Num	Crs/Title	Sem. Cr.
PENNSYLVANIA COLLEGE OF TECHNOLOGY (#39212)	ART	140 / 3.00	ART	General Credits		3.00
Comments:						
<ul style="list-style-type: none"> When a course transfers as general credits, the academic department will determine how the credits may apply toward meeting undergraduate requirements. 						
PENNSYLVANIA COLLEGE OF TECHNOLOGY (#39212)	ART	180 / 3.00	ART	020	INTRO DRAWING	3.0
Comments:						
<ul style="list-style-type: none"> This course is a direct equivalent. 						
PENNSYLVANIA COLLEGE OF TECHNOLOGY (#39212)	ART	215 / 3.00	ART	General Credits		3.00
Comments:						
<ul style="list-style-type: none"> When a course transfers as general credits, the academic department will determine how the credits may apply toward meeting undergraduate requirements. 						
PENNSYLVANIA COLLEGE OF TECHNOLOGY (#39212)	MKT	243 / 3.00	MKTG	220	PERSONAL SELLING	3.0
Comments:						
<ul style="list-style-type: none"> This course is a direct equivalent. 						

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For transfer of credit

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- Only courses in which a grade of "C" (2.0) or higher is earned will be considered for transfer. Course work completed on a Pass/Fail or Satisfactory/Unsatisfactory basis typically will not be transferred.
- Courses transferred do not affect the Penn State average and grades received for those courses do not appear on the Penn State transcript.
- Courses at Penn State carry semester hours of credit. Courses evaluated for transfer from colleges and universities with different credit systems (quarter hours, units) are converted to semester hours of credit.
- Course work can transfer either as a specific Penn State course (i.e. ECON 002) or as general credits in a subject area (i.e. ECON 3 GEN Credits).
- If appropriate, general credits may be used to fulfill degree requirements in any area. These general credits may be applied to the program of study in accordance with the policies established by the college of enrollment.

PLEASE NOTE: Evaluations for transfer of credit by the Undergraduate Admissions Office, are based upon the best available information at the time. Revisions to a course evaluation may be made based on the receipt of new information and no evaluation is officially complete until credits appear on the student's Penn State transcript.

Sending Transcripts

An official transcript must be received by the Undergraduate Admissions Office from any postsecondary school attended. Please send to the following address:



12/17/2014

Undergraduate Admissions Office
The Pennsylvania State University
201 Shields Building
University Park, PA 16802-1294

Student's name _____

ID Number _____

Course List Summary

Transfer College/University			PSU			
Transfer College	Crs/Dept	Crs Num/Cr	Crs/Dept	Crs Num	Crs/Title	Sem. Cr.
PENNSYLVANIA COLLEGE OF TECHNOLOGY (#39212)	ECO	112 / 3.00	ECON	102	MICROEC ONLY	3.0
Comments:						
<ul style="list-style-type: none"> This course is a direct equivalent. 						

Credit Transfer Policies

In evaluating course credit for transfer from another institution, the Undergraduate Admissions Office follows policies set forth by the Faculty Senate of the Pennsylvania State University. The Undergraduate Admissions Office is responsible for determining how credits transfer to Penn State. The academic department in which the student enrolls is responsible for determining how credits may be applied to meet the requirements of the degree program.

For transfer of credit

- Course work must be completed at a regionally accredited institution.
- Penn State must offer a similar course or program of study.
- Only courses in which a grade of "C" (2.0) or higher is earned will be considered for transfer. Course work completed on a Pass/Fail or Satisfactory/Unsatisfactory basis typically will not be transferred.
- Courses transferred do not affect the Penn State average and grades received for those courses do not appear on the Penn State transcript.
- Courses at Penn State carry semester hours of credit. Courses evaluated for transfer from colleges and universities with different credit systems (quarter hours, units) are converted to semester hours of credit.
- Course work can transfer either as a specific Penn State course (i.e. ECON 002) or as general credits in a subject area (i.e. ECON 3 GEN Credits).
- If appropriate, general credits may be used to fulfill degree requirements in any area. These general credits may be applied to the program of study in accordance with the policies established by the college of enrollment.

PLEASE NOTE: Evaluations for transfer of credit by the Undergraduate Admissions Office, are based upon the best available information at the time. Revisions to a course evaluation may be made based on the receipt of new information and no evaluation is officially complete until credits appear on the student's Penn State transcript.

Sending Transcripts

An official transcript must be received by the Undergraduate Admissions Office from any postsecondary school attended. Please send to the following address:

Undergraduate Admissions Office
The Pennsylvania State University
201 Shields Building
University Park, PA 16802-1294

Note to Current Students: Credits are transferred; grades are not. The credits transferred from another school do not affect a student's grade-point average. Transfer credits are part of a student's academic history and the college in which the student is enrolled will determine how transfer credits will be used to meet graduation requirements. All advanced placement or transfer credits placed on the Penn State transcript will count towards the total number of credits a student has accumulated. Please be advised that a student's tuition will increase as soon as the Penn State transcript reflects 59.1 cumulative credits. This tuition increase will occur during the semester the credits are transferred.

For more information click on the following link:
[Office of the Bursar: Tuition Assessment.](#)

Addendum D: Evidence of Consultation

Subject: HRT 216

Date: Monday, January 20, 2014 11:42:27 AM Eastern Standard Time

From: Andrew Scott McNitt

To: Dan Stearns

CC: Tracy Hoover, Dianne Petrunak

Dan,

I believe that HRT 216 is acceptable as a substitute for Turf 100 for the Landscape Contractors Major.

Andy

Andrew S. McNitt
Professor of Soil Science - Turfgrass
Director of Penn State's Sports Surface Research Center
Coordinator for Turfgrass Science Undergraduate Program
The Pennsylvania State University
116 Agricultural Science and Industries Building
University Park, PA 16802
814-863-1368 - voice
814-863-7043 - fax
mcnitt@psu.edu
<http://www.personal.psu.edu/asm4>
<http://ssrc.psu.edu>
<http://www.twitter.com/psuturfnews>

Subject: RE: Review of Penn College Soils Course

Date: Friday, February 21, 2014 2:58:52 PM Eastern Standard Time

From: Richard Stehouwer

To: Mike Messina

CC: Tracy Hoover, Dan Stearns

Dan, Tracy and Mike,

I have looked over the HRT 110 Course Syllabus. It covers many of the same topics that are covered in SOILS 101, but appears to be very much focused on horticultural and container media applications. The text used is (as the title implies) a highly simplified, and in my opinion very superficial, presentation of soil science. SOILS 101 also covers soil genesis and formation processes, soil water energy relations and saturated and unsaturated flow, clay mineralogy, nutrient cycles, alkaline and saline soils, water and wind erosion processes, physical and chemical degradation of soils and restoration/reclamation. I do not think these are equivalent courses, but given its focus on soil in a hort context HRT 110 may be a reasonable substitute for Soils 101.

Rick

Dr. Richard Stehouwer

Professor of Environmental Soil Science

Department of Ecosystem Science and Management

Penn State University

From: Mike Messina [mailto:mgm20@psu.edu]

Sent: Friday, December 13, 2013 11:51 AM

To: Richard Stehouwer

Cc: Tracy Hoover; Dan Stearns

Subject: Fwd: Review of Penn College Soils Course

Rick:

Please see the note below re a soils course being taught at Penn College. Our College is asking for our expert opinion about whether the PC course can sub for our Soils 101. I sense you're the most qualified guy to judge this. I glanced at the syllabus and it seems like a fairly standard soils intro course, but I didn't compare it side-by-side with yours. Can you give us a yea or nay on this substitution? Thanks.

MGM

--

Michael G. Messina, Head and Professor

Department of Ecosystem Science and Management

Penn State University

121 Forest Resources Building

University Park, PA 16802

Phone: 814-863-7093

FAX: 814-865-3725

mgm20@psu.edu

Subject: Course Substitute

Date: Wednesday, January 8, 2014 9:28:43 AM Eastern Standard Time

From: Gary W. Felton

To: Dan Stearns

CC: Tracy Hoover, nxo3@psu.edu, mcs5@psu.edu

Dear Dan,

I am responding to your request to review the HRT 241 course from Penn College as a substitute for ENT 313/314.

I have reviewed the materials requested and I have spoken with the instructors for Ent 313/314. I do not believe that HRT 241 is an acceptable substitute for our course. The HRT 241 course is a blend of entomology, plant pathology, plant physiology, and pest management. I can not see it as a proper substitute for our course. The instructors for our course were also adamant that it was not a proper substitute.

If you have any further questions, please let me know.

Regards,
Gary

Gary W. Felton
Professor and Head
Department of Entomology
501 ASI Bldg.
Penn State University
University Park, PA 16802
814-863-7789

Kathy Pletcher

From: Kathy Pletcher
Sent: Wednesday, December 17, 2014 3:29 PM
To: ACUE-Consultations
Cc: Tracy Hoover; Kathy Pletcher
Subject: Articulation Agreement - College of Ag Sciences and Penn College
Attachments: Articulation Agreement CAS and Penn College.pdf

Dear ACUE:

A draft proposal to establish an articulation agreement between the College of Agricultural Sciences (Landscape Contracting major) and Pennsylvania College of Technology (Landscape/Horticulture Technology degree) is attached. A prospectus was submitted and reviewed by ACUE in October 2013. This proposal will be submitted for review to the Penn College, Landscape/Horticulture Technology faculty and the Dean, School of Natural Resources Management, before submitting it to University Faculty Senate Committee on Admissions, Records, Scheduling and Student Aid.

If you have any comments or concerns, please send them to me by Mon. Jan 12.
No response will be interpreted as concurrence with the proposal.

Thank you for your review.

Respectfully,

Tracy
Tracy S. Hoover, Associate Dean for Undergraduate Education
College of Agricultural Sciences
101 Agricultural Administration Building
The Pennsylvania State University
University Park, PA 16802-2602
phone - (814) 865-7521
fax - (814) 863-7277
<http://agsci.psu.edu/>
email- tsh102@psu.edu

Consultation from ACUE Listserve
For: Articulation Agreement – CAS LSPCE major with Penn College

1/14/15

ACUE - Name	College	Comments/Concerns (blank = no reply after 2 weeks)
Omid Ansary - Interim Sr. Assoc Dean Acad Affairs	Harrisburg	
Raymond Brown Assoc. Dean	School of Nursing	
Dawn Blasko Assoc. Dean	Erie	
Jeff Sharp Assoc. Dean	Smeal	Smeal Supports proposal – Jeff Sharp
Dennis Shea Assoc. Dean	HHD	
Stephanie Knight Assoc. Dean	Education	
Catherine Harmonosky Assoc. Dean	Engineering	
Mohamad Ansari Assoc. Dean , Acad. Affairs	Berks	
Carleen Maitland Assoc. Dean	IST	
J. Ford Risley Assoc. Dean	Communications	
Nels Shlrer Assoc. Dean	EMS	
David Christiansen Assoc. Dean	Commonwealth Campuses	
Gary Kesler Assoc. Dean	Arts & Archlt.	
Christopher Long Assoc. Dean	Liberal Arts	
Norah Shultz Assoc. Dean	Abington	No concerns from Abington – Norah Shultz
Mary Beth Williams Assoc. Dean	Science	
Robert Kubat Registrar	Registrar	
Karen Pollack Director of Academic Affairs	World Campus	
Nicola Gutgold Assoc Dean	Schreyer	
David Smith Assoc. Dean	DUS	
Kenneth Womack Assoc. Dean	Altoona	
Robert Pangborn Vice President and Dean for UG ED	UG ED	
Jackie Edmondson Assoc. VP & Assoc. Dean for UG ED	UG ED	
Yvonne Gaudelius Assoc. VP & Sr. Assoc. Dean for UG ED	UG ED	
Tanya Furman Assist. VP & Assoc. Dean for UG ED	UG ED	
Emily Miller Chair, Acad Affairs Committee	UP UG Assoc.	
Jonna Kulikowski Chair-Elect, University Faculty Senate	Faculty Senate	
Wareesha Tariq Director, Academic Affairs	Commonwealth Student Gov.	

Consult Response from Penn College

Kathy Pletcher

From: Carl Bower Jr <cbower2@pct.edu>
Sent: Thursday, December 18, 2014 1:19 PM
To: Kathy Pletcher
Subject: RE: Articulation Agreement - College of Ag Sciences and Penn College

Follow Up Flag: FollowUp
Flag Status: Flagged

Hi Kathy,

Thanks so much for the work on this. The only thing that you might have to change, is that Dr. Mary Sullivan is the Assistant Dean of the School of Transportation and Natural Resources Technologies now. When the process started she was Dean of School of Natural Resources but after some reorganization here on campus that has changed.

I'm not sure if that is even an issue since that is not a signature but I wanted to bring it to your attention.

Thanks so much,
Carl

Carl J. Bower Jr, PCH
Instructor, Horticulture
Pennsylvania College of Technology
One College Avenue DIF 165
Williamsport, PA 17701
www.pct.edu
cbower2@pct.edu
570-320-2400 Ext 3534
570-547-6352 Fax

From: Kathy Pletcher [<mailto:kjs8@psu.edu>]
Sent: Wednesday, December 17, 2014 3:34 PM
To: Mary Sullivan; Carl Bower Jr
Cc: Tracy Hoover; Dan Stearns; Kathy Pletcher
Subject: FW: Articulation Agreement - College of Ag Sciences and Penn College

From: Kathy Pletcher
Sent: Wednesday, December 17, 2014 3:29 PM
To: ACUE-Consultations
Cc: Tracy Hoover; Kathy Pletcher
Subject: Articulation Agreement - College of Ag Sciences and Penn College

Dear ACUE:

A draft proposal to establish an articulation agreement between the College of Agricultural Sciences (Landscape Contracting major) and Pennsylvania College of Technology (Landscape/Horticulture Technology degree) is attached. A prospectus was submitted and reviewed by ACUE in October 2013. This proposal will be submitted for review to the Penn College, Landscape/Horticulture Technology faculty and the Dean, School of Natural Resources Management,

before submitting it to University Faculty Senate Committee on Admissions, Records, Scheduling and Student Aid.

If you have any comments or concerns, please send them to me by Mon. Jan 12.
No response will be interpreted as concurrence with the proposal.

Thank you for your review.

Respectfully,

Tracy
Tracy S. Hoover, Associate Dean for Undergraduate Education
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phone - (814) 865-7521
fax - (814) 863-7277
<http://agsci.psu.edu/>
email- tsh102@psu.edu

Kathy Pletcher

From: Kathy Pletcher
Sent: Wednesday, December 17, 2014 3:42 PM
To: Paul Heinemann; Ann Tickamyer; Terry Etherton (tetherton@psu.edu); Michael Messina (mgm20@psu.edu); Gary Felton (gwf10@psu.edu); Robert Roberts; David Geiser; Rich Marini; Val Beasley
Cc: Kathy Pletcher; Tracy Hoover
Subject: Articulation Agreement - College of Ag Sciences and Penn College
Attachments: Articulation Agreement CAS and Penn College.pdf

To: CAS Dept. Heads

A draft proposal to establish an articulation agreement between the College of Agricultural Sciences (Landscape Contracting major)

and Pennsylvania College of Technology (Landscape/Horticulture Technology degree) is attached.

A prospectus was submitted and reviewed by ACUE in October 2013.

This proposal will also be submitted for review to the Penn College, Landscape/Horticulture Technology faculty and the Dean, School of Natural Resources Management,

before submitting it to University Faculty Senate Committee on Admissions, Records, Scheduling and Student Aid.

If you have any comments or concerns, please send them to me by Mon. Jan 12.

No response will be interpreted as concurrence with the proposal.

Thank you for your review.

Respectfully,

Tracy

Tracy S. Hoover, Associate Dean for Undergraduate Education

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phone - (814) 865-7521

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Response from Dept. Head

From: "Ellen Manno" <exr2@psu.edu>
To: "Mike Messina" <mgm20@psu.edu>
Sent: Saturday, December 20, 2014 2:37:20 PM
Subject: Re: Articulation Agreement - College of Ag Sciences and Penn College

Thanks for the opportunity to review.

My only comment is in regard to the table on the first page that addresses course equivalencies and substitutions. I think the intention is that a Penn College student must complete both FYE 101 and HRT 101 to receive credit for AG 150, and both HRT 226 and HRT 233 to receive credit for HORT 408. But as shown in the table, it may be interpreted that either FYE 101 or HRT 101 will be substituted for AG 150, and either HRT 226 or HRT 233 will be substituted for HORT 408.

Ellen A. Manno
Coordinator of Undergraduate Programs and Alumni Relations
Penn State, Department of Ecosystem Science and Management
114 Forest Resources Building
University Park, PA 16802
(814) 863-0362 phone
(814) 865-3725 fax
exr2@psu.edu
<http://ecosystems.psu.edu>

1

Revision done

Kathy Pletcher

From: Dan Stearns
Sent: Wednesday, January 14, 2015 4:01 PM
To: Tracy Hoover
Cc: Kathy Pletcher
Subject: Re: one more question on articulation agreement - from consult phase
Attachments: 1_14 Revision Course List.docx

Tracy,

I restructured the spreadsheet to improve the clarity of our proposed course alignments. It now reads "FYE 101 AND HRT 101" as an equivalent of AG 150, and "HRT 226 AND HRT 233" as an equivalent of HORT 408. I also changed the HORT 250 equivalent, as it also involves two PC courses. It now reads HRT 225 AND HRT 224 as an equivalent of HORT 250.

I'm not aware of any standard or prescribed way of displaying these "2 for 1" courses, but it seems to me that this change make our intent more clear. Let me know if you have thoughts or concerns.

Dan

Dan T. Stearns
J. Franklin Styer Professor
Landscape Contracting

The Pennsylvania State University
College of Agricultural Sciences

Kathy Pletcher

From: Tracy Hoover
Sent: Thursday, May 28, 2015 9:24 AM
To: Dan Stearns
Cc: Kathy Pletcher
Subject: News and one more piece of information - Articulation agreement with College of AG

Dan,

Here is the outcome of the articulation agreement/process. Can you please send me the syllabus for MTH 124 from Penn College? I think you have a copy but am not sure, you may only have the "AG" courses. We will want this to be reviewed by the Math department at PSU so we can amend the course matrix.

I think we can change the ENGL 202C to 202D and it will not be a problem, it may require a petition on our end but will comply with the transfer/direct equivalent process in the new system.

Good news on the review, thanks for all your help with this.

Tracy

Tracy S. Hoover, Associate Dean for Undergraduate Education
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-----Original Message-----

From: Richard Robinett [<mailto:rq9@psu.edu>]
Sent: Wednesday, May 27, 2015 10:36 AM
To: DANIEL R HAGEN; Tracy Hoover
Cc: Richard Robinett
Subject: Articulation agreement with College of AG

Hi Dan/Tracy,

As Dan has seen me start several emails this way this week, it won't be news to him that I'm catching up on 'leftover' things from the Spring semester, both from the Mary Beth world but also from ARSSA and other Senate related things.

One big one is an Articulation Agreement that Tracy submitted on behalf of the College of AG with PCT which the 'resource' members of ARSSA have reviewed. The usual procedure is to have the three 'content experts' (financial aid, admissions, registrar's office) review it in detail and provide feedback, which then ARSSA basically approves. I got to this one to them late, and so have only the 'content expert' comments, which I'll include below. I don't think that ARSSA would find anything substantive beyond these, so I'd say that with this feedback, ARSSA has provided what they usually can in terms of input.

So, the comments were

- * Bob Kubat - nothing -- all is OK
- * Anna Griswold - nothing back, so I trust all is OK
- * Clark Brigger -- see his two comments below.

Regards -- Rick Robinett

***** Admissions comments *****

Hi Rick,

Here is the feedback from Admissions on this one:

Re: Articulation Agreement AG & PCT

The only two issues I see on the PA College of Technology Course Equivalency and Substitution table (page 1 of the agreement) are:

- 1) MTH 124 from PCT shows on the table for the agreement as a direct equivalent to our MATH026, however the ISIS table has it as "general" credits and we don't show this was ever reviewed for direct equivalency by the Math Dept. Shall we forward the syllabus to the Math Dept?
- 2) ENL201 from PCT shows on the table for the agreement as a direct equivalent to our ENGL 202D, but our tables show it as a direct for 202C. It is Professional & Technical Communication and combines Tech & Business Communications. Shall we leave it as 202C on our tables and the Articulation table changed to show a "substitution", change it on our tables to 202D, or change on our tables to general credits and the Agreement show a "substitution"?

Best, Clark

Clark V. Brigger
Executive Director for Undergraduate Admissions The Pennsylvania State University
202 Shields Building
University Park, PA 16802-1292
(814) 863-4774