

TRANSFER AGREEMENT

**Western Kentucky University
Bachelor of Science – Computer Information Technology**

and

**Kentucky Community and Technical College System
Associate of Applied Science – Information Technology**

This agreement between Western Kentucky University (WKU) the Kentucky Community and Technical College System (KCTCS) seeks to create new opportunities for students who wish to further their studies in the area of Information Technology. The goal of this agreement is to outline a transfer process between the two institutions whereby students may apply their Associate of Applied Science (AAS) degree towards the completion of a Bachelor of Science (BS) program in Information Technology.

This agreement allows students to transfer a completed AAS program in Information Technology to WKU and be accepted towards completion of the BS in CIT degree. More specifically, the AAS degree will be accepted as a single ‘block transfer’ (not as a unique set of individual courses). Students may complete any of the several ‘options’ within the KCTCS IT program (e.g., Web Design, Networking, etc.). The AAS degree will be accepted in-lieu of the majority of CIT core requirements. Students should note that a block transfer only applies to the completion of the CIT major. If a transfer student decides to change their WKU major, the block credit will not be applied towards another degree program.

Students who seek to transfer to the CIT program without completing the AAS degree will be ineligible to participate in the block-transfer arrangement and will not receive credit for individual IT courses that they have taken. KCTCS faculty and advisors need to help students to understand this important factor when planning their educational programs.

WKU’s CIT degree has been designed as a fully on-line program. KCTCS students who transfer into the CIT major do not need to relocate to the WKU campus in Bowling Green (although they may do so if desired). The CIT program has also been designed to be compatible with professional schedules, family commitments, etc. Many of the program participants are non-traditional, working students who continue to live in their home towns.

KCTCS students must apply to and be accepted into WKU’s CIT program. Admission is selective and program capacity is limited. As part of the admissions process, KCTCS students must apply both to WKU and to the CIT program. Admission to one does not guarantee admission to the other. WKU uses a rolling admissions process and accepts applications at any time. The CIT program has specific admissions deadlines that must be observed. Prospective transfer students should be advised to prepare their applications well in advance of their desired start dates. Details and application materials are maintained on WKU’s and the CIT program’s respective web sites.

Transfer students in the CIT program must complete WKU's General Education requirements and comply with all published Academic Requirements and Regulations (See WKU Catalog for details). Due to the on-line nature of the program, CIT students are exempt from participation in freshman orientation (OAR) and compulsory on-campus housing requirements.

WKU and KCTCS agree to coordinate changes in curriculum, course content, or other program requirements for each of their respective programs to ensure continued compatibility. Each institution will designate an individual to be the point of contact for the other.


WKU and KCTCS agree to renegotiate this agreement as necessary to accommodate changes in program requirements, course content, employment trends, accreditation guidelines, institutional/graduation requirements, and/or other relevant factors.


WKU and KCTCS agree that each will observe SACS and CPE standards, rules and guidelines and will work cooperatively to comply with reporting requirements from various agencies (e.g., CPE, Dept. of Education, etc.).

WKU and KCTCS agree that the CIT program may periodically communicate with IT majors at KCTCS for the purpose of announcing program notifications, upcoming deadlines, preliminary advising, etc. KCTCS agrees to facilitate this communication and reserves the right to evaluate the same for appropriateness for its students.

WKU and KCTCS agree to monitor and support the provisions of this agreement to ensure consistency, program quality (at all levels), and transferability for the mutual benefit of all involved parties at both institutions.

WKU and/or KCTCS may elect to unilaterally terminate this agreement by providing the other institution with written notice of their intention. Such notice will be given one-year in advance of actual termination. Transfer students who have been admitted to WKU's CIT program will be given a reasonable amount of time to complete their degree requirements.

For WKU:  4-24-06
Dr. Barbara Burch, Date
Provost and Vice-President for
Academic Affairs

For KCTCS:  31 April 06
Dr. Keith Bird Date
Chancellor

Transferring

**Kentucky Community and Technical College System
Associate in Applied Science - Information Technology**

To

**Western Kentucky University
Bachelor of Science - Computer Information Technology**

Western Kentucky University Accepts:

70 - 74 credits for the Information Technology - Computer Programming Option

67 - 71 credits for the Information Technology - Database Administration Option

68 - 75 credits for the Information Technology - Electronic Commerce Option

67 - 71 credits for the Information Technology - Support System Option

67 - 72 credits for the Information Technology - Network Administration Option

72 - 75 credits for the Information Technology - Web Development and Administration Option

Transfer agreement between WKU and KCTCS for Computer Information Technology

Additional Courses Required to Complete Bachelors Degree:

Option I

After completing the AAS students may continue enrollment at their KCTCS college to complete the KCTCS general education requirements. Upon completion of the following courses the student will be Fully General Education certified and will not be required to take additional general education courses at WKU.

WKU's graduation requirements include 42 hours of upper division courses (300-400). In order to complete this requirement students choosing Option I will be required to complete two additional CIT courses at the 300-400 level.

KCTCS General Education Courses

| | |
|---|-----------|
| Humanities/Humanities Elective | 3 |
| Humanities/Humanities Elective | 3 |
| Social Interaction Elective | 3 |
| Social Interaction Elective | 3 |
| Science | 2 |
| Humanities/Humanities/Social Interaction Elective | 3 |
| Math/Science | 3 |
| General Education Elective | 3 |
| Total Additional General Education Courses | 23 |

WKU CIT Courses

| | |
|------------------------|-----------|
| CIT 300 | 3 |
| CIT 302 | 3 |
| CIT 352 | 3 |
| CIT 372 | 3 |
| CIT elective | 3 |
| CIT elective | 3 |
| CIT elective | 3 |
| CIT elective | 3 |
| CIT elective | 3 |
| CIT elective | 3 |
| CIT elective | 3 |
| CIT elective | 3 |
| CIT elective | 3 |
| CIT elective | 3 |
| CIT elective | 3 |
| CIT elective | 3 |
| CIT elective | 3 |
| Total WKU Hours | 42 |

Program Totals:

| | |
|------------------------------------|----------------|
| Total Transferred from AAS | 67-75 |
| Total Additional Hours Transferred | 23 |
| Total WKU Hours | 42 |
| TOTAL | 132-140 |

Option II

Upon completion of the AAS students may transfer to WKU and complete the following courses to earn the Bachelor Of Science degree.

WKU's graduation requirements include 42 hours of upper division courses (300-400). To meet this requirement two of the following general education courses will need to be 300-400 level courses.

WKU offers the following general education courses including the 300-400 level courses either on-line or through correspondence.

WKU General Education Courses

| | |
|---|-----------|
| Foreign Language | 3 |
| Humanities | 3 |
| Humanities | 3 |
| Social/Behavioral Sciences | 3 |
| Social/Behavioral Sciences | 3 |
| Natural Science | 2 |
| World Cultures/American Cultural Diversity | 3 |
| Health and Wellness | 2 |
| Total additional General Education Courses | 22 |

WKU CIT Courses

| | |
|----------------------------|-----------|
| CIT 300 | 3 |
| CIT 302 | 3 |
| CIT 352 | 3 |
| CIT 372 | 3 |
| CIT elective | 3 |
| CIT elective | 3 |
| CIT elective | 3 |
| CIT elective | 3 |
| CIT elective | 3 |
| CIT elective | 3 |
| CIT elective | 3 |
| CIT elective | 3 |
| CIT elective | 3 |
| Total WKU CIT Hours | 36 |

Program Totals:

| | |
|-------------------------------------|----------------|
| Total Transferred from AAS | 67-75 |
| Total WKU General Education Courses | 22 |
| Total WKU CIT Hours | 36 |
| TOTAL | 125-133 |