



November 22, 2008

Mr. Anthony M. Underwood  
Dean of Students  
West Virginia University at Parkersburg  
300 Campus Drive  
Parkersburg, WV 26104-8647

Dear Dean Underwood:

Mr. Michael Curry, the Concord University Vice President for Admissions and Financial Aid, has informed me that the West Virginia University at Parkersburg campus and Concord University presently do not have a written, formal agreement to facilitate the exchange of students between our respective institutions. Since we are both West Virginia public institutions of higher learning, we should afford our students the opportunities to exchange credits and enrollments as seamlessly as possible, so I submit the attached draft document for your consideration.

If the draft articulation agreement meets with the approval of senior management of WVUP, please have your president sign and date one copy and return it to me. After our President has reviewed and signed the agreement, I shall forward an original signed copy for the WVUP records. If, in your opinion, the agreement requires revision, please mark up the draft and return it to me for our consideration.

I look forward to the opportunity to work with WVUP and to provide more educational opportunities for the students of our two institutions.

Sincerely,

Stephen D. Rowe, Ph. D.  
Interim Vice President and Academic Dean

ARTICULATION AGREEMENT BETWEEN:  
West Virginia University at Parkersburg  
Parkersburg, West Virginia  
and  
Concord University  
Athens, West Virginia

By the terms of this agreement and as attested to by the dated signatures of the respective Chief Executive Officers, the West Virginia University at Parkersburg (hereinafter referred to as WVUP) and Concord University (hereinafter referred to as CU) agree to the terms stated below in order to establish the seamless transfer of post secondary credits and program enrollments for the students of WVUP and CU.

1. Any transient student shall continue to be enrolled at the Home Institution.
2. The Home institution shall be responsible to disburse student financial aid, to monitor satisfactory academic and financial aid progress, and to determine student eligibility to participate in programs approved by the terms of this agreement.
3. The Home Institution Registrar will verify student academic records to the receiving institution and shall verify student good standing and eligibility to participate in programs identified by this agreement. Eligible students shall be guaranteed transient or transfer admission upon confirmation of eligibility.
4. The Chief Academic Officers of WVUP and CU and shall identify articulated programs between WVUP and CU and NRCTC and will, in cooperation with their respective academic divisions, prepare and regularly update CU/NRCTC course equivalency tables.
5. The Chief Academic Officers of WVUP and CU shall provide one another with current editions of academic catalogs or program descriptions.
6. Any WVUP Honors student who completes a FAFSA form by the federal submission deadline and enrolls at CU as a full-time student shall be eligible to receive a CU Transfer Student Scholarship.

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President, West Virginia University at Parkersburg

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DATE

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President, Concord University

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DATE