

ARTICULATION AGREEMENT
Concordia University Nebraska
and
BRYAN College of Health Sciences

This document states the terms of an articulation agreement (hereafter referred to as "Agreement") for a program leading to a Bachelor of Arts Degree with a major in Biology from the Concordia University, Nebraska (hereafter referred to as "CUNE") and a Bachelor of Science in Nursing from BRYAN College of Health Sciences (hereinafter referred to as "BRYAN").

I. REASON FOR AGREEMENT:

- a. Purpose: The purpose of this agreement is to create a memorandum of understanding between *CUNE* and *BRYAN* to provide the following opportunities:
 - i. Provide BRYAN College of Health Sciences: With access to additional students to fill seats in clinical experiences for the difficult to populate Spring Semester start. Furthermore, the Dual Degree Program will provide BRYAN exposure to a population of nursing students interested in a rural, or more traditional college setting.
 - ii. Provide Concordia University, NE: With access to a mature and high-quality nursing program. Nursing is already CUNE's principal pre-health program with many students requiring a full additional year (or more) to complete an accelerated nursing program after receiving a Bachelor's Degree at CUNE. The Dual Degree Program will provide CUNE with exposure to a population of nursing students interested in a rural or more traditional college setting.
 - iii. Provide recipients of the Dual Degree flexibility in their future vocations to pursue vocations in nursing with their BSN degree or vocations in the natural sciences with a BA degree in Biology.

II. GOVERNANCE

- a. The governance of the Consortium (Appendix I) shall be carried out by the following personnel:
- b. CUNE:
 - i. Provost
 - ii. Dean of the College of Arts & Sciences
 - iii. Department Chair for Science
 - iv. Vice President for Enrollment & Marketing
 - v. Director of Student Success Center
 - vi. Office of the Registrar
 - vii. Controller
- c. BRYAN:
 - i. Provost
 - ii. Dean of the School of Healthcare Studies
 - iii. Dean of Undergraduate Nursing
 - iv. Registrar
 - v. Dean of Enrollment Management
 - vi. Director of Financial Aid
 - vii. Bursar

- d. Subject to the accreditation requirements of the Higher Learning Commission (HLC) applicable to the Parties and the requirements of the Accreditation Commission for Education in Nursing (ACEN) applicable to the Consortium, the above-mentioned personnel shall meet collectively at least annually and be responsible for:
 - i. Assuring that the provisions of this Agreement are met.
 - ii. Supporting Consortium curriculum planning, course selection, and coordination of instruction by program faculty.
 - iii. Working with the Parties, ensuring the appointment of qualified faculty and staff, including key personnel, for the Consortium.
 - iv. Supporting continued professional growth of faculty and staff.
 - v. Working with the Parties, maintaining student academic records permanently.
 - vi. Working with the Parties, managing and processing applications for admission.
 - vii. Working with the Parties, ensuring accurate marketing information to the public.
 - viii. Working with the Parties, assuring appropriate supervision for students in all locations where instruction occurs.
 - ix. Working with the Parties, assuring that appropriate security and personal safety measures are addressed for students and faculty in all locations where instruction occurs.
 - x. Working with the Parties, granting the degree documenting satisfactory completion of the educational program.
 - xi. Establishing policies that govern the operation of the Consortium and its educational program.
 - xii. Working with the parties, setting the number of students to be admitted to Consortium and its educational program.
 - xiii. In accordance with section VII of this document make a recommendation as to continuing the agreement.
- e. The above-mentioned personnel are only authorized to act collectively. The affirmative act of a majority of the personnel identified in II.b & c above shall be required for said act to take effect. No individual person shall have any authority to act on behalf of the Consortium.

III. PROGRAM ADMISSION, REGISTRATION, TUITION AND FINANCIAL AID

a. *Admission Criteria:*

- i. Selection of CUNE students to the BSN program at BRYAN shall be based on criteria as set forth in the BRYAN Undergraduate Catalog
- ii. Each student's application will imply consent to exchange of educational information in accordance with the Family Educational Rights and Privacy Act of 1974, as amended.
- iii. *Application:*
 - 1. A CUNE student wishing to pursue a BSN at BRYAN will be required to submit an application by October 25 and complete an interview with the Undergraduate Nursing Admissions, Progression and Graduation Committee (APG). The application will include an opportunity for the

student to input that the influence for applying is the CUNE/BRYAN partnership and desire to be part of the dual-degree program.

b. Transcripts for Transfer of Courses:

- a. Courses taken by a CUNE student at CUNE: Official CUNE transcripts will need to be sent to BRYAN by the CUNE Undergraduate Degree student for any courses taken at CUNE that substitute for courses in the BRYAN BSN program.
- b. Courses taken at BRYAN by a CUNE student for credit at CUNE: Official BRYAN transcripts will need to be sent to CUNE by the BRYAN Undergraduate Degree student for any courses taken at BRYAN that substitute for the CUNE BA with a Major in Biology program.

c. Tuition and Fees:

- i. **Setting Tuition and Fees:** The tuition and fees for the Bachelor of Science in Nursing program shall be set by BRYAN. Tuition rates, general fees and program fees approved by BRYAN will be communicated to CUNE Personnel listed in Paragraph II "Governing Personnel" above.
- ii. **Billing:** BRYAN will invoice CUNE for each students academic term's tuition, net of any scholarships awarded from BRYAN, general fees and program fees for students taking BRYAN courses. BRYAN will send CUNE an invoice after the last week of BRYAN's Course Refund Period as outlined in the Course Refund Policy published in the BRYAN Student Handbook. Student tuition, general fees and program fees invoiced from BRYAN to CUNE will be prorated according to BRYAN's Course Refund Policy for any dropped courses. Tuition will be based on billable credit hours for BRYAN courses multiplied by the approved BRYAN tuition rate. General Fees will be based on the approved BRYAN General Fee policy. Program Fees will be based on the approved BRYAN Program Fee policy. CUNE will not be billed BRYAN General Fees for students taking courses at BRYAN in Semester 3 and Semester 4 as outlined in the Academic Plan in Appendix II. Any additional courses taken at BRYAN in Semesters 1-4 that is not already specified in the Academic Plan in Appendix II will be applicable to BRYAN General Fees.
- iii. **Financial Aid Disbursement:**
 - 1. Federal regulations do not allow students to receive Title IV financial aid from two schools at the same time. By completing a Financial Aid Consortium Agreement (FACA) found in Appendix III of this Agreement, a student can attend CUNE (Home School) and BRYAN (Host School that is accredited) concurrently and have degree-applicable courses funded by financial aid at the home school.
 - 2. Student Requirements & Eligibility

- a. CUNE students must have a complete financial aid file at CUNE (Home School). Consortium Agreements for Financial Aid are not accepted as a basis for establishing direct loan eligibility (i.e. 3 credits at home school and 3 credits at the Host school do not meet the direct loan half-time enrollment status requirement).
 - i. Class(es) at BRYAN (Host School) school must begin within the CUNE (Home School) term.
 - ii. The students must submit to CUNE (Home School) a copy of their class schedule from BRYAN (Host School) with their FACA. If not attached, the FACA is incomplete.
 - iii. At the time of disbursement the student must be enrolled in the course(s) approved through the FACA. Payment of aid follows CUNE's (Home School) Attending Hours Policy.
 - iv. Students governed by this consortium agreement may take all their course in a semester (specifically semesters 8 & 9 in curriculum plan) at the Host school and the Home School will process the aid. CUNE as the Home School will process aid for the duration of the program.
 - v. A student must show enrolled by both institutions and reported to National Student Loan Data System (NSLDS). CUNE will submit a placeholder enrollment for them in order to award Title IV. Those hours will be overlaid by the hours transferred in from the host school.
- b. The student is responsible for transferring earned credits from BRYAN (Host School) to CUNE (Home School) by submitting official academic transcripts from BRYAN (Host School).
- d. Scholarships: Students are eligible to apply for BRYAN scholarships. Awarded scholarship funds will be deducted from the student's tuition for courses taken at BRYAN and BRYAN will reflect this deduction on the invoice sent from BRYAN to CUNE each academic term as indicated in Section III, c, ii.
- e. *Registration:*

Registrars of the institutions will share registration information about students as needed to accomplish institutional requirements, including but not limited to: tuition assessment, headcounts, and financial aid.

IV. STUDENT SERVICES

- a. Upon enrollment in the BRYAN BSN program, BRYAN shall provide access to registered students in the BSN program to the BRYAN Learning Management System and all courses they are registered for.
- b. The Registration & Advising Supervisor for BRYAN will service CUNE students if they are enrolled in the BRYAN collaboration with each student's Faculty Advisor at CUNE. At the beginning of each semester BRYAN will provide CUNE with the names and contact information for each BRYAN Faculty Advisor who will be advising CUNE students.
- c. The Parties agree that during the student's enrollment at either institution, the faculty and staff of both institutions shall be responsible for evaluation of the students' performance in accordance with established academic and programmatic guidelines. A student whose performance does not meet these established guidelines may be subject to academic probation or, if deemed necessary by the Program Director or Dean, dismissed from the program. A student has the right to fair treatment and may appeal such dismissal as provided for in the CUNE Student Handbook and the BRYAN Undergraduate Student Handbook or other official publication(s).
- d. CUNE students must abide by the BRYAN Code of Conduct, and all other applicable BRYAN policies.

V. STUDENT EQUALITY

- a. CUNE and BRYAN shall abide by all applicable State and Federal nondiscrimination laws. There shall be no discrimination on the basis of race, color, national origin, religion, creed, sex, age, disability or veteran's status in either the selection of students for participation in the educational program, or as to any aspect of the educational program; provided, however, that with respect to disability, the disability must not be such as would even with reasonable accommodation, in and of itself, preclude the student's effective participation in the program.

VI. REVIEW AND TERMINATION

- a. Both Parties shall review this Agreement each year. Modification in the Agreement may be made by mutual consent at any time, so long as such modification is in writing and is signed by officials of all members. Either party may terminate this Agreement upon three (3) months prior written notice to the other Party. In the event of termination of the Consortium it is understood that all students in good standing will have the option of completing the BRYAN BSN under the conditions then in effect.
- b. If either Party receives notice of possible loss of accreditation or college closure, that Party shall be required to notify the other party in writing within five (5) business days. Both CUNE and BRYAN shall within a reasonable period of time notify all students attending the program of such loss or impending loss.
- c. Unless either party gives written notice for termination of the Agreement, then this Agreement shall be automatically renewed for a successive period of one (1) year.
- d. CUNE and BRYAN acknowledge and agree that neither party shall be responsible for any loss, injury or other damage to the person or property of any student or faculty member participating in the didactic, research, experiential or clinical training at any facility of CUNE or BRYAN unless such loss, injury, or damage results from the negligence or willful conduct of that party, its agents, officers, or employees.
- e. This Agreement is intended solely for the mutual benefit of the parties hereto, and there is no intention, express or otherwise, to create any rights or interests for any party

or person other than CUNE and BRYAN; without limiting the generality of the foregoing, no rights are intended to be created for any patient, student, parent or guardian of any student, spouse, next of kin, employer or prospective employer of any student.

- f. Neither party is an agent, employee or servant of the other. CUNE and BRYAN acknowledge and agree that students participating in the didactic, research, and clinical or experiential training of the program are not employees of CUNE or BRYAN by reason of such participation, and that neither party assumes any responsibilities to the student participants that may be imposed upon an employer under any law, regulation, or ordinance. Student participants shall in no way hold themselves out as employees of CUNE or BRYAN.
- g. This document contains the entire understanding between the Parties with respect to the BRYAN BSN and CUNE BA Biology degrees. This agreement supersedes any and all prior and/or contemporaneous representations, negotiations, promises, covenants, or discussions, if any, between the Parties related to the program sponsored by the Consortium.

IN WITNESS THEREOF, the undersigned duly authorized representatives of the Parties have executed this Agreement.

Concordia University Nebraska



CEO or Executive Vice President

BRYAN College of Health Sciences



President