

Articulation Agreement
Between
Keystone College – Child Development Certificate (CDA)
LaPlume, PA

and
Luzerne County Community College – Associate of Applied Science in Early Childhood Education
(AAS.ECE)
Nanticoke, PA

This Articulation Agreement (this “Agreement”) is valid from the date of the last authorized signature below and effective for a period of time not to exceed five (5) years between **Keystone College** (“Institution”) and Luzerne County Community College (“LCCC”). This Agreement supersedes all previous agreements between LCCC and Institution (“Party” or “Parties”) for the purpose of students transferring from the Institution to LCCC. The purpose of the Agreement is to facilitate the transfer of students from the Institution to LCCC, and to support student academic success in the Early Childhood Education Associate Degree Program.

This Agreement applies to students who completed Child Development Associate (CDA) instructional coursework at Keystone College and received their CDA certificate the fall of 2017 or after, and who first enroll at LCCC for or after the fall 2018 semester. For those students, LCCC agrees to accept the 12 credits of coursework taken at Institution articulating them for 12 credits in LCCC’s ECE AAS degree.

Course at Keystone	Cr	Articulated to Course at LCCC	Cr
ECE 1110 Introduction to Early Childhood Ed	3	ECE 100 Introduction to Early Childhood Ed	3
PSYC 2190 Child Development I	3	ECE 101 Infants and Toddlers	3
EDUC 2130 Child, Family and Community	3	ECE 207 Child Family and Community	3
ECE 2115 Curriculum Program Planning	3	ECE 220 Practicum II	3
Total	12	Total	12

With the following provisions:

1. Student achieves a grade of “C” or higher in each course.
2. Student applies for and receives the CDA credential.
3. Student provides a supporting portfolio.
4. Student meets with LCCC ECE program coordinator upon admission to LCCC.
5. Student completes an Intent to Enroll form.
6. Student meets all other LCCC admission requirements.

Eligible Institution transfer students enrolling at LCCC will be identified upon admission to LCCC. Satisfaction of Students under the terms of this Agreement will need to complete, where applicable, any courses as designated by the student’s major.

The Parties agree to:

1. Consult with each other through appropriate channels prior to implementing major changes in policy or curricula that directly affect students transferring under the terms of this Agreement and keep each other informed of any other changes or policy or curricula that affect those students. The persons serving in the below positions will monitor compliance with the terms of this Agreement.
 - a. Appropriate contact at LCCC: Early Childhood Education Program Coordinator (Title) can be reached by phone by calling 570-740-0522 (phone number);
 - b. Appropriate contact at Institution: Dean, School of Professional Studies (title) can be reached by phone by calling 570-945-8471 (phone number)
2. Identify positions and/or offices responsible for identifying and communicating to each other respective changes in the policies or requirements that affect this Agreement.
3. Collaborate in providing students with information and academic advising about this Agreement, the Parties academic programs and requirements, and the process of transferring to LCCC.
4. Exchange data and documents that will contribute to the maintenance and improvement of this arrangement, enhance the transfer process and promote effective cooperation between the Parties. When required by law, the Parties will exchange data only after obtaining appropriate permission from the student(s).
5. Facilitate and support consultation and collaboration between their faculties related to this Agreement, general education degree requirements, and other academic matters.
6. Nondiscrimination. Luzerne County Community College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs or activities. For a complete copy of the LCCC non-discrimination policy, go to <http://portal.luzerne.edu/forms/dc.pdf>. Inquiries may be directed to the Title IX Coordinator, John Sedlak, Dean of Human Resources, LCCC, 1333 South Prospect Street, Nanticoke, Pennsylvania, 18634, 800-377-5222 extension 7234. Inquiries related to accessibility services for students may be directed to the Section 504 Coordinator, Rosana Reyes, Vice President of Enrollment Management and Student Development, LCCC, 1333 South Prospect Street, Nanticoke, Pennsylvania, 18634, 800-377-5222 extension 7243.

The Institution agrees that they are an Equal Opportunity Employer. Students and alumni will be accepted and assigned to articulation opportunities and otherwise treated without regard to race, color, religion, national origin, sex, marital status, veteran status or disability, as well as other classifications protected by applicable state or local laws.

General Terms and Conditions:

1. This Agreement represents the entire understanding between the Parties and can be modified only in writing with the same formality as the original Agreement.
2. This Agreement will be reviewed annually by the appropriate parties at each institution and will automatically renew for a period of time not to exceed five (5) years. Not later than sixty (60) days prior to the end of the five (5) year period, each Party shall review and together make any changes to an updated Agreement to be considered for execution and implementation.
3. Either Party may terminate this Agreement at any time by written notice at least one (1) year in advance of the effective date of termination. Should this Agreement be terminated, it is understood that the termination will not apply to students already accepted to LCCC under the terms of this Agreement, but not yet enrolled in classes.
4. The Parties understand that they shall act in an independent capacity in the performance of this Agreement, and shall not be considered as employees, agents, affiliates, or subsidiaries of each other. Neither Party shall have the right to bind or obligate the other in any manner inconsistent with or unrelated to this Agreement.
5. This Agreement is governed by the laws of the Commonwealth of Pennsylvania.
6. Neither Party shall assume any liabilities as a result of this Agreement. As to liability to each other or death to persons, or damages to property, the Parties do not waive any defense as a result of entering into this Agreement. Nothing herein shall be construed as a waiver of any immunities afforded LCCC by law or otherwise.
7. Any notices to be given hereunder by any Party to the other may be affected with by personal delivery in writing or by mail, registered or certified, postage prepaid with return receipt requested. Mailed notices shall be addressed to the Parties at the addresses set forth hereinafter, but each Party may change their address by written notice in accordance with this paragraph. Notices delivered personally shall be deemed communicated as of actual receipt; mailed notices shall be deemed communicated as of five (5) days after mailing.

a. If to Institution: _____

Copy to: _____

b. If to LCCC: Luzerne County Community College
 1333 South Prospect Street
 Nanticoke PA 18634
 Attention: Early Childhood Education Coordinator

Copy to: Operations Analyst at Same Luzerne County Community College address

The willingness of both Parties to enter this Agreement in order to facilitate the transfer of students from Institution to LCCC, and to expand those students' opportunities for academic success is indicated by the following signatures whereby the authorized signature of LCCC is designated as the President.

LUZERNE COUNTY COMMUNITY COLLEGE

KEYSTONE COLLEGE

Janine Kelley 6/11/19
Director of Counseling/Date

Frances Langan 6/12/19
Director of Counseling or equivalent/ Date

Frances Langan
Printed Name of Counseling Representative

Cheryl Lessor 6/12/19
Vice President of Academic Affairs/Date

Kamari
Provost/Vice President of Academic Affairs/Date

Karen Yarrish
Printed Name of Provost/VP of Academic Affairs

Thomas P. Leary 6-12-19
Thomas P. Leary, President/Date

Tray Brundage 6/12/19
President/Date

Tray Brundage
Printed Name of President

COURSES REQUIRED TO COMPLETE THE ASSOCIATE DEGREE IN EARLY CHILDHOOD EDUCATION AT LUZERNE FOLLOWING THE TRANSFER OF 12 CREDITS FROM KEYSTONE CDA:

	CR
<i>Articulate in 12 credits from Keystone CDA (ECE 100, ECE 101, ECE 207, ECE 220)</i>	12
ECE 201 Music and Movement for Young Children or ECE 202 Artistic Development	3
ECE 203 Children's Literature	3
ECE 204 Math/Science for Young the Child	3
ECE 205 Health Safety Nutrition	3
ECE 208 Child Psychology	3
ECE 210 Children with Disabilities	3
ECE 219 Practicum I or PAR 219	3
ENG 101 English Composition	3
ENG 102 Advanced Composition	3
MAT 109 Math for Elem Teachers I	3
MAT 110 Math for Elem Teachers II	3
SOC 217 The Family	3
ART 110 Art Appreciation or MUS 150 Music Appreciation	3
BIO 121 w lab Intro to Biology	4
SPE 125 Intro to Public Speaking or SPE 210 Intro to Interpersonal Communication	3
PSY 103 General Psychology	3
HPE 165 Physical Ed for Young Children	1
HPE 207 CPR	1
First Year Experience	1
TOTAL	64

STUDENTS PLANNING TO TRANSFER BACK TO KEYSTONE COLLEGE FOR A BACHELOR DEGREE IN EARLY CHILDHOOD EDUCATION PREK-4 CERTIFICATION OR CHILD AND FAMILY (NON-CERTIFICATION) SHOULD TAKE THESE COURSES:

	CR
<i>Articulate in 12 credits from Keystone CDA (ECE 100, ECE 101, ECE 207, ECE 220)</i>	12
ECE 201 Music and Movement for Young Children or ECE 202 Artistic Development	3
ECE 203 Children's Literature	3
ECE 204 Math/Science for Young the Child	3
ECE 208 Child Psychology	3
ECE 210 Children with Disabilities	3
ECE 219 Practicum I or PAR 219	3
ENG 101 English Composition	3
ENG 104 Literature Writing	3
MAT 109 Math for Elem Teachers I	3
MAT 110 Math for Elem Teachers II	3
SOC 217 The Family	3
HIS 201 American History I or HIS 202 American History II	3
ART 110 Art Appreciation or MUS 150 Music Appreciation	3
BIO 121 w lab Intro to Biology	4
SPE 125 Intro to Public Speaking	3
PSY 103 General Psychology	3
HPE 165 Physical Ed for Young Children	1
HPE 207 CPR	1
First Year Experience	1
TOTAL	64



LETTER OF INTENT TO ENROLL

The following Intent to Enroll Form is used to connect a student with the transfer institution early in their educational career. Students planning on transferring the Keystone CDA to Luzerne's AAS.ECE program should complete this form and submit to their Keystone instructor who in turn will submit to the Luzerne County Community College Early Childhood Education Program Coordinator. The Intent to Enroll promotes seamless transfer but is not binding.

I wish to declare my intent to apply for admission to the Early Childhood Education Associate of Applied Science Degree Program at Luzerne County Community College according to the terms outlined in the Keystone-Luzerne CDA Articulation

I authorize Luzerne County Community College and Keystone College to exchange necessary information as needed, including the information on this form and academic transcript data, so as to facilitate my transfer to Luzerne County Community College and evaluation of this program.

Name:

Last First Middle/Maiden

Keystone Student Identification Number: _____

Address:

Telephone: (home) _____ (Daytime/work) _____

Student College Email Address _____

Date you began the CDA Program at Keystone _____

List other colleges or universities attended prior to enrolling at Keystone College (if applicable):

Date you expect to complete the CDA at Keystone College: _____

Semester/Year you intend to enroll at Luzerne County Community College:

Fall _____ Spring _____ Summer _____ 20____

Student Signature _____ Date _____

Keystone CDA Coordinator Signature _____ Date _____

Please return this form to: CDA Coordinator, Keystone College LaPlume, PA who will forward to Luzerne County Community College ECE Coordinator, Nanticoke, PA

Use of the Intent to Enroll Form

Purpose:

To make the transfer from Keystone CDA Program to Luzerne County Community College smooth and efficient by ensuring that the student is prepared for that transfer.

- 1. This form is to be used at Keystone for students who are planning on transferring from CDA to and Associates Degree.
2. As soon as the student thinks this is what he/she wants to do, a form should be completed by the student.
3. The student then submits the completed form to the CDA Coordinator at Keystone for signature.
4. It is then sent to the Early Childhood Education Program-to-Program Coordinator at the Luzerne County Community College.

No forms will be accepted from anyone but the CDA Coordinator.

No forms will be accepted without the student signature and the CDA Coordinator signature.