



Title: Transfer Articulation Agreement Policy
Effective Date: January 30, 2023
Issuing Authority: Provost and Executive Vice President
Policy Contact: Vice Provost for Institutional Effectiveness
478-301-2070

Purpose

This policy sets forth the steps and requirements for establishing transfer articulation agreements at Mercer University.

Scope

All transfer articulation agreements will comply with the requirements covered by Standard 10.8 (Evaluating and awarding academic credit) of the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).

Exclusions

Not included are agreements related to clinical training, internships, and cooperative academic arrangements. A cooperative academic arrangement is a substantive change with SACSCOC.

Definitions

As used in this policy, the following terms have the meaning specified below:

Transfer Articulation Agreement: an agreement among institutions to accept transfer credits from one institution by the other institution.

Policy Statement

Mercer University is responsible for ensuring academic quality and comparability when awarding credit for learning outside of the university. Through the approval of transfer articulation agreements, Mercer University affirms that students have achieved the knowledge, skills, and experiences comparable to those attained by students who have completed the university's own courses.

Additional Resources

1. Mercer University's Substantive Change Policy: <https://policies.mercer.edu/substantive-change/>
2. Transfer Articulation Agreement Review and Approval Process

- a. Enrollment Management or Office of Global Engagement personnel will coordinate meetings with the appropriate individuals in the academic units to discuss program requirements and course equivalencies. Meetings should include academically qualified individuals in the appropriate academic colleges and schools responsible for curriculum and articulation agreements. Equivalencies for general education courses at Mercer University should be determined by faculty in either the College of Liberal Arts and Sciences or the College of Professional Advancement.
- b. To initiate the review and approval process, Enrollment Management/Global Engagement personnel will send a draft of the agreement to the Registrar and the Vice Provost for Institutional Effectiveness for review and initial approval. These individuals will review the agreement and meet with appropriate persons, as needed, for concerns or clarifications. They will then sign the agreement once they have approved it.
- c. Once the final draft has been signed by both Registrar and the Vice Provost for Institutional Effectiveness, Enrollment Management/Global Engagement personnel may move forward with having leadership at both institutions review and sign the transfer articulation agreement.