

**TRANSFER AGREEMENT**  
between  
**SPARTANBURG COMMUNITY COLLEGE**  
and  
**ECPI UNIVERSITY**

This Agreement is entered into between  
Spartanburg Community College (SCC) Associate Degree in Applied Science in Administrative Office Technology  
and  
ECPI University (ECPI) Bachelor of Science – Business Administration.

It is mutually agreed upon:

**ADMISSION AND GRADUATION REQUIREMENTS**

- A. ECPI University admission and program admission requirements apply to both direct entry students and to students who transfer under this agreement. Additionally, upon completion of the requirements of this agreement, SCC students transferring to ECPI University will be guaranteed admission to ECPI University and receive priority acceptance into the program/college/school of intent.
- B. Students accepted into ECPI University must fulfill the ECPI University program/award graduation requirements.
- C. Both SCC and ECPI University agree to inform and train academic advisors concerning the terms of this agreement and the transfer of courses and programs between the institutions. Advisor names and contact information will be given to each institution.
- D. Students who transfer from Spartanburg Community College through this program will receive a transfer scholarship of \$1500 per semester or \$3000 per academic year for full time registration, making their cost of attendance equivalent to that of other public Universities in South Carolina.
- E. ECPI University shall waive all application and registration fees for Spartanburg Community College students who enter ECPI University through this program.

**PROMOTION OF AGREEMENT**

- A. Both SCC and ECPI University agree to promote this agreement to students at all SCC campuses by means of a marketing strategy approved by both institutions. A review of this marketing strategy will take place annually.
- B. For purpose of this agreement, ECPI University grants Spartanburg Community College, and Spartanburg Community College grants ECPI University, permission to use, display, reproduce, and publish without compensation each other's trademarks as an institutional partner on websites, cobranded web portals, and in print marketing publications.
- C. ECPI University and Spartanburg Community College will provide electronic versions of the Trademarks for the use permitted by this agreement. Each party represents and warrants that it possesses all rights necessary for the granting of the permissions set forth in this agreement.

- D. Each institution reserves the right to review in advance any information including but not limited to, websites, cobranded web portals, and in print marketing publications.
- E. ECPI University will be given access to SCC students at all campuses for the purpose of recruitment and promotion of this agreement.
- F. ECPI University will promote agreement for students not accepted directly to their institution.

#### **STUDENT RESPONSIBILITIES OF AGREEMENT**

- A. Students desiring to take advantage of the terms of the transfer agreement must complete all requirements to enjoy the rights and privileges of the agreement.
- B. Students who enter into this transfer agreement will be guaranteed the rights and privileges outlined in the agreement once the agreement is signed and contingent upon their strict adherence to the requirements (both curricular and non-curricular).
- C. Signed agreements will be sent to ECPI University and a copy kept in the PATH office of SCC.

#### **TRANSFER OF CREDITS**

- A. ECPI UNIVERSITY will accept hours of semester credit from Spartanburg Community College's Associate Degree in Applied Science in Administrative Office Technology to apply to its Bachelor of Science – Business Administration . ECPI University will accept up to 18 hours of semester credit from SCC that meet the requirements of the Bachelor of Science - Electronic Engineering Technology: Concentration Mechatronics
- B. Courses will transfer as described in the Transfer Guide Table included in this Transfer Agreement.
- C. Both colleges will encourage and promote completion of the associate degree prior to transfer.
- D. Courses completed at ECPI UNIVERSITY may be used within graduation guidelines for Spartanburg Community College to complete reverse transfer and award of certificates, diplomas, and degrees from SCC. Both institutions agree to share transfer data and student success data to be used in joint assessment activities and agreement evaluation processes.
- E. ECPI University's Office of Enrollment Services and Spartanburg Community College's Office of Student Records will maintain communication to promote seamless reverse transfer.

#### **TERMS OF AGREEMENT**

- A. The Chief Academic Officers or designees of the parties to this agreement will implement the terms of this agreement, including identifying and incorporating any changes into subsequent agreements, assuring compliance with system policy, procedure and guidelines, and conducting an annual review of this agreement.
- B. Program curriculum and requirements listed in the Program Transfer Table are subject to change. Each institution agrees to make any changes known to the other.

- C. ECPI University and Spartanburg Community College will ensure that they maintain accreditation with appropriate regional accrediting body to ensure that all operations meet with accreditation requirements of the two institutions.
- D. This Transfer Agreement is effective on **November 5, 2018** and shall remain in effect for five years unless terminated or amended by either party with 90 days prior written notice.
- E. This Transfer Agreement will be reviewed by both parties as required but at least once every three years beginning on or after **November 5, 2019**.

**INSTITUTIONAL AUTHORIZATION**

ECPI University and Spartanburg Community College have caused this Agreement to be duly executed and agree to be bound thereby

**ECPI UNIVERSITY**

**SPARTANBURG COMMUNITY COLLEGE**

Karen Burgess  
Signature of Chief Academic Officer

Cheryl A Cox  
Signature of Chief Academic Officer

Karen Burgess, Campus President  
Printed Name and Title of Chief Academic Officer

Cheryl A Cox, Sr VP AA  
Printed Name and Title of Chief Academic Officer

11/26/18  
Date

11/19/2018  
Date

**Office Use Only**

Date Received	Date Posted	Date Reviewed

## COURSE TRANSFER AGREEMENT

### Course Transfer by Program Component

The grid below lists all equivalent, degree applicable courses for both degree programs and total number of hours transferring from the SCC degree to the ECPI University degree.

Spartanburg Community College and ECPI University Articulation / Transfer Agreement Worksheet Associate of Applied Science– Administrative Office Technology and Bachelor of Science – Business Administration						
General Education Requirements						
ECPI University			Spartanburg Community College			Notes
Course Number	Course Title	Credit Hours	Course Number	Course Title	Credit Hours	
CIS 115	Computer Applications	3	CPT 101	Introduction to Computers	3	
ENG 110	College Composition	3	ENG 101	English Composition I	3	
COM 115	Principles of Communication	3	SPC 205	Public Speaking	3	
SOC CORE	SOC CORE	3	ELECTIVE	Social/Behavioral Science	3	
HUM CORE	HUM CORE	3	ELECTIVE	Humanities/Fine Art- General Education Requirement	3	
<b>Total Gen Ed HRS SCC Degree</b>		<b>19</b>	<b>Total SCC GEN ED HRS Transfer</b>		<b>15</b>	
Core/Concentration/Elective Requirements						
ECPI University			Spartanburg Community College			Notes
Course Number	Course Title	Credit Hours	Course Number	Course Title	Credit Hours	
BUS 225	Legal Environment of Business	3	BUS 121	Business Law I	3	
<b>Total Major hours in SCC Degree</b>		<b>45</b>	<b>Total SCC Major Direct Transfer Hours</b>		<b>3</b>	
<b>Total Hours in SCC Degree</b>		<b>64</b>	<b>Total SCC Degree Hours Transferred</b>		<b>18</b>	Only courses with a grade of C or better are eligible for transfer credit.

Path October 2018

