

# ARTICULATION AGREEMENT BETWEEN

**University of the Fraser Valley (UFV) of Abbotsford, B.C., Canada**  
**And**  
**<<INSTITUTION>>**  
**For**  
**<<Program(s)>>**

The purpose of this articulation agreement is to offer students who have successfully completed the <<Program>> from the <<INSTITUTION>> the opportunity to transfer <<NUMBER>> credits to the University of the Fraser Valley. This articulation agreement has been developed to allow the transfer to proceed in the easiest manner possible.

The Appendix to this agreement details “credit assignment” of individual courses so that <<INSTITUTION>> students will receive “assigned credit” for individually articulated courses. Such assignment of credit will be a guarantee of a more efficient and smooth transition from <<INSTITUTION>> to UFV.

This agreement will also provide for the potential development of a future exchange agreement that will enable the exchange of a limited number of students each year.

## **Article I -- Agreement in Principle**

- a) Both institutions enter into this agreement as cooperating, equal partners who shall maintain the integrity of their separate programs.
- b) UFV and <<INSTITUTION>> agree that students who choose to transfer from <<INSTITUTION>> to UFV to continue their education in UFV programs shall be provided with a smooth transition that minimizes loss of credit and duplication of coursework. Therefore, UFV and <<INSTITUTION>> agree to enter into this curriculum articulation agreement for students who completed <<NUMBER>> credits in the <<PROGRAM>> at <<INSTITUTION>>.
- c) Each degree program at UFV has additional entrance requirements that must be met; see the UFV calendar at [www.UFV.ca](http://www.UFV.ca) for program entrance requirements.

## **Article II -- Assignment of Credit**

- a) <<INSTITUTION>> students who have completed the courses specified in the Appendix from <<INSTITUTION>>'s <<PROGRAM>> are eligible to receive up to <<NUMBER>> transfer credits at UFV.
- b) <<INSTITUTION>> courses that have been reviewed are listed in Appendix A of this agreement. The list of reviewed courses will be updated annually.

## **Article III -- Admission Requirements**

The following admission requirements will admit <<INSTITUTION>> students to UFV. Each degree program at UFV has additional entrance requirements that must be met; see the UFV calendar at [www.UFV.ca](http://www.UFV.ca) for program entrance requirements.

- a) Completion of the course credits as specified in the Appendix.
- b) A minimum 2.0 GPA is required for transfer credit.
- c) English language entrance proficiency as per UFV policy is required for admission to post-secondary programs -- <http://www.UFV.ca/ar/admissions/apply.htm#ELEP>

**Article IV -- Agreement on Communication, Maintenance and Review Procedures**

- a) UFV and <<INSTITUTION>> will maintain ongoing communication with each other by appointing a person(s) to be responsible for administration of this transfer agreement and to communicate changes to respective faculty members, advisors, counselors, the Registrar's Office and others to whom the information is pertinent.
- b) UFV will familiarize the <<INSTITUTION>> appointee with the procedures and program requirements at UFV.
- c) UFV will visit <<INSTITUTION>> on a regular basis to facilitate the smooth transfer of students and to advise <<INSTITUTION>> of any changes in the program prerequisites.
- d) UFV will facilitate visits by <<INSTITUTION>> to UFV to further familiarize <<INSTITUTION>> with UFV's programs, faculty and other relevant information.
- e) UFV will assist <<INSTITUTION>> in promoting the transfer option to <<INSTITUTION>> students. This may include the development of various kinds of publications to inform students about the opportunities provided by this agreement.
- f) Faculty and staff at both institutions will share the information in this agreement with interested and qualified students and both institutions will provide counseling and advising to students and prospective students.
- g) Both parties agree to communicate any changes in their respective programs that may affect this articulation agreement.
- h) During the third year, both parties will review the agreement and make any revisions for renewal. The list of articulated courses will be reviewed annually.
- i) If the agreement is not renewed by the end of the effective period, <<INSTITUTION>> students who commenced the articulated program prior to termination of the agreement will be given three additional years to be admitted to UFV under terms of this agreement.

**Article V -- Transferring Students**

- a) <<INSTITUTION>> will send completed application forms, an official transcript of all work completed to date issued in a sealed envelope and application fees to UFV six months prior to the semester the students wish to transfer to UFV.
- b) <<INSTITUTION>> will supply official final transcripts in a sealed envelope at the completion of the students' fourth semester at <<INSTITUTION>>, once they have successfully completed their second year of study at <<INSTITUTION>>.
- c) UFV will work with <<INSTITUTION>> and the students to choose their program of study in the third year at UFV and to process and facilitate all documents required for visa application and transfer to UFV.
- d) Tuition fees and other costs for transferring students shall be in accordance with regular international student fees. ([http://www.UFV.ca/international/st\\_costs.htm](http://www.UFV.ca/international/st_costs.htm))
- e) Under the terms of this agreement, students who have completed their studies at <<INSTITUTION>>, but do not plan to immediately transfer to UFV, can request transfer credit for up to two years after completing their program of studies at <<INSTITUTION>>.

#### **Article VI -- General Rules & Requirements**

- a) The students who are offered admission under the provisions of this agreement may be required to complete additional lower level prerequisite courses that are specific to their major or if they choose to change majors or degrees.
- b) <<INSTITUTION>> transfer students admitted under this agreement will be able to graduate after completing a minimum of two years of full-time course work and all the requirements of the degree they have chosen and have met UFV's English language requirements. **However, graduation from the UFV in two years is not assured.**
- c) English preparation language courses taken at <<INSTITUTION>> are considered developmental courses and will not be counted for academic credit in transfer and not be counted in the grade point average established for transfer. This does not include English courses taught as part of <<INSTITUTION>>'s <<PROGRAM>> programs that have been articulated with UFV's English or Communications Departments.

#### **Article VII**

##### **Canadian Student Visas**

- a) <<INSTITUTION>> shall be responsible for the visa and passport arrangements of its students necessary for their participation under this Agreement.
- b) UFV shall assist with the visa application by providing information to the Canadian High Commission or Embassy regarding the program and providing other necessary documents required for visa application.

#### **Article VIII -- Responsibilities and Privileges of Transfer Students**

- a) UFV shall assist each student transferring to UFV with airport reception, locating accommodation and in accessing medical insurance. All travel, living, medical and academic expenses including tuition shall be borne by each transferring student. These expenses include, but are not limited to: all related charges, the students' living expenses during school (room and board), the students' living expenses during extended academic recess (i.e. holidays, winter and spring break periods, etc.), living expenses for spouse and dependents, passport expenses, excess baggage shipment and storage, repatriation, international and domestic travel, and such personal expenses as telephone charges, books, etc.
- b) All <<INSTITUTION>> students transferring to UFV shall have the same rights and privileges regarding the facilities and amenities of UFV as all other UFV students.
- c) Violation of Canadian federal, provincial or local laws committed in Canada may subject the student to immediate withdrawal and to immediate expulsion from UFV and/or the country.

#### **Article IX -- Non-Discrimination**

- a) Neither party shall discriminate on the basis of race, color, religion, national origin, ancestry, gender, age, marital status, familial status, sexual orientation or disability in connection with the conduct of this Agreement.

## **Article X -- Indemnification**

- b) UFV shall indemnify, defend, and hold harmless <<INSTITUTION>> , its Board of Directors, officers, agents, and employees, from and against any and all liabilities, claims, losses, lawsuits, judgments, and/or expenses including reasonable attorney fees, arising, either directly or indirectly, from any act or failure to act by UFV, or any of its officers, employees, or agents.
- c) <<INSTITUTION>> shall indemnify, defend, and hold harmless UFV, its Board of Trustees, officers, agents, and employees, from and against any and all liabilities, claims, losses, lawsuits, judgments, and/or expenses including attorney fees, arising, either directly or indirectly, from any act or failure to act by <<INSTITUTION>>, or any of its officers, employees, or agents.
- d) The parties agree that, if by reason of strike or other labour disputes, civil disorders, severe weather, acts of God, or other cause beyond the control of the party seeking to invoke this paragraph, either party is unable to perform entirely its obligations, such non-performance shall not be considered a breach of this Agreement.
- e) This Agreement shall be subject to all Canadian and <<COUNTRY>> laws, treaties, regulations, orders, and decrees, and any delay in, or termination of performance due to such laws, specifically including the treaties, regulations, orders or decrees shall not be considered a breach of this Agreement.
- f) Neither party to this Agreement shall have the right to assign any duty or responsibility arising hereunder without the written consent of the other party.
- g) This Agreement constitutes the entire articulation/transfer agreement between the parties. Any later change in any term or condition of this Agreement shall be effective only if in writing and signed by both parties.

## **XI -- Duration and Termination**

- a) This document shall be effective immediately and shall remain effective for three years unless either member decides to terminate it or if it is replaced by another agreement.
- b) This Agreement may be terminated by either UFV or <<INSTITUTION>> by written notification duly signed by an authorized officer of the notifying party. This notice of termination must be received by the other party no later than 4 months before the beginning of the semester in which the termination is to become effective. In addition, either party shall have the right to terminate this Agreement upon sixty (<<NUMBER>>) days notice where the other party has breached any of its obligations under this Agreement and such breaching party fails to remedy such breach within the sixty (<<NUMBER>>) day notice period.
- c) Any notice to either party under this Agreement must be made in writing signed by the party giving it and shall be served either personally or by First Class Registered or Certified Mail or by overnight or expedited delivery.

*It is agreed that the purpose of this Agreement is to further enhance friendly relations and promote mutual understanding between our institutions and between Canada and <<COUNTRY>>. We, the representatives of the University of the Fraser Valley, and <<INSTITUTION>>, acknowledge our continued commitment to cooperation and affix our signatures to this document.*

This agreement is effective as of the date of signature for three years.

**FOR: THE UNIVERSITY OF  
THE FRASER VALLEY**

**FOR: <<INSTITUTION>>**

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Mark Evered, Ph.D  
President

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Dr. <<NAME>>  
<<TITLE>>

Date:

Date:

**Appendix A**  
**Credit Assignment**