



Articulation Agreement Between
Laramie County Community College and Valley City State University

Introduction: This document is based on the standards and practices of the Higher Learning Commission of the North Central Association of Colleges and Schools and the Association for the Education of Young Children.

Elementary Education Agreement between VCSU and LCC January 1, 2021 December 31, 2025

Longevity of Agreement: This agreement will be in effect for five academic years beginning January 2021. If the program is terminated, students who have begun the program and are in the process of completion will be allowed to finish within a one or two year timeline.

Termination or Revisions: LCC and VCSU agree to provide at least 90 days advance written notification of their intent to terminate the agreement. All revisions of this agreement require written approval by those who sign this agreement or their successors. Mutually agreed upon amendments to this agreement may be approved by those who sign this agreement or their successors.

Governance and Management: This agreement shall be governed by the academic policies and procedures of LCC and VCSU. According to the requirements and conditions of the program and accreditation guidelines, the Elementary Education Program will be governed by the School of Education at VCSU. The Joint Elementary Education Program Committee will resolve any instructional and logistical issues.

The Joint Elementary Education Program Committee will consist of the following:

LCC Representatives:

- One Faculty Representative from the Education Program

VCSU Representatives:

- Vice President for Academic Affairs
- Dean for School of Education
- Director of Online Learning

Campus Responsibilities: Coursework in the VCSU Bachelor of Science in Elementary Education will be delivered to the LCC campus using various distance delivery technologies. LCC will provide mutually agreed upon classrooms and workspace for VCSU. The classrooms that are provided are subject to availability.

Advising: LCC will provide an on-site advisor. The advisor will be the source of information for advisees concerning any special considerations relating to this cooperative program. The third year students will be appointed a VCSU advisor who will provide expertise regarding VCSU policies and procedures e.g., transfer, graduation requirements, pre-requisites.

Admission: Students taking LCC course(s) must apply and be accepted for admission at LCC. Students taking VCSU course(s) must apply and be accepted for admission at VCSU. All admission policies at the respective institutions will apply.

Elementary Education Agreement between VCSU and LCCC January 1, 2021 December 31, 2025

During the student's enrollment at LCCC, LCCC policies and procedures will apply. Student budgets (Cost of Attendance) used in establishing aid amounts will be the same as those used for awarding federal aid to other LCCC students. A contact person from the LCCC Financial Aid Office will be identified to work with a contact person from the VCSU Financial Aid Office.

Valley City State University will be responsible for awarding aid to students who have been accepted to the VCSU elementary education program. Students will have all aspects of their Federal Title IV Financial Assistance administered by VCSU Student Financial Aid Office. This includes, but is not limited to:

- Processing of applications, evaluation of eligibility, awarding, and disbursement of funds;
- Assessment and enforcement of satisfactory academic progress standards;
- Calculation and distribution of refunds;
- Notifying changes in enrollment status to lenders under the Federal Direct Loan Program.

During enrollment in the VCSU elementary education program, VCSU policies and procedures will apply. Student budgets (cost of attendance) used in establishing aid amounts will be the same as those used for awarding federal aid to other VCSU students with the same residency. A contact person from the LCCC Financial Aid Office will be identified to work with the contact person from the VCSU Financial Aid Office.

Students on the LCCC campus are not eligible for VCSU sponsored scholarships, waivers, or student work study while pursuing a degree from VCSU. Students enrolled in the VCSU program are not eligible for LCCC sponsored scholarships or waivers.

After students are admitted to VCSU, satisfactory progress will be monitored based on VCSU policy to assure that satisfactory progress requirements are met.

Student Life: Rules, regulations, and policies that govern student life that are listed in the LCCC Student Handbook will be applicable to students enrolled in courses while at LCCC. For example, housing, parking, and conduct policies will be governed by LCCC.

Student Services: VCSU students at LCCC who are enrolled in at least one LCCC course will have the same access to student services as full-time LCCC students.

Academic Support Services: LCCC will provide tutoring and disability support services for LCCC courses. VCSU will provide tutoring and disability support services for VCSU courses. If students have documented disabilities that may affect their academic experience and are seeking accommodations, it is their responsibility to supply documentation and make a request for services through the office of Student Academic Services as soon as possible.

Technology and Support Services: VCSU will provide students in this program adequate technical support in a timely manner for the courses taken from VCSU. LCCC will provide students in this program adequate technical support in a timely manner for the courses taken from LCCC.

Elementary Education Agreement between VCSU and LCC on January 1, 2021 December 31, 2025

Students enrolled in at least one VCSU course will have full access to VCSU technology services, including VCSU wired and wireless computer network, Blackboard account, VCSU email/messaging account, printer access, and computer peripheral equipment checkout. Students may elect to pay the VCSU "technology" buy up fee if they would like full time access to a VCSU laptop according to the established procedures at the following URL:

<https://onestop.vcsu.edu/support/solutions/articles/10000026708>

All online students in VCSU courses are expected to abide by the technical requirements as outlined at <https://www.vcsu.edu/academics/online/programs/onlineanddistancelearningtechnicalrequirements/> on the LCC Campus.

The following URL provides additional information regarding the notebook computer initiative at VCSU: <https://www.vcsu.edu/studentlife/technology/services/laptopinitiative/>

Academic Procedures: VCSU academic guidelines, policies, and procedures for the students enrolled in courses through this arrangement on the LCC Campus apply in regard to the following:

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Professional Education Sequence Courses for Elementary Education Major

VCSU COURSES	LCCC EQUIVALENT
EDU240 Educating Exceptional Students (3)	EDEX2484 Intro to Special Education (3)
EDU250 Intro to Education (3) (Students may use their practicum hours from the LCCC)	

Elementary Education Agreement between VCSU and CSU