

FINAL AGREEMENT

HIGH SCHOOL-TO-COLLEGE PROGRAM ARTICULATION AGREEMENT

Between

Family and Consumer Sciences Education

Kentucky Department of Education – Office of Career and Technical Education
and

Sullivan University

I. PURPOSE OF THE AGREEMENT

The purpose of this articulation agreement (Agreement) is to set forth procedures for the implementation of an articulation agreement which provides for transcription of certain credits and competencies from the participating school districts into the Associate of Science in Culinary Arts, Associate of Science in Baking and Pastry Arts and Bachelor of Science in Hospitality Management programs at Sullivan University.

The benefit of this agreement is to provide a seamless transition for secondary students who wish to continue their education following high school graduation into Sullivan University's Associate of Science in Culinary Arts, Associate of Science in Baking and Pastry Arts or Bachelor of Science in Hospitality Management programs.

II. TERMS OF THE AGREEMENT

Upon approval by both parties, this articulation agreement shall commence and shall continue on a year-to-year basis unless terminated as described within Section V of this agreement. The following Sullivan University courses and programs are subject to this articulation agreement and are described within this section: (1) CAM134 (Food Service Sanitation); (2) BFS104 (Basic Culinary Theory); (3) BFS 106 (Basic Culinary Skills Laboratory); and (4) Sullivan University Jumpstart Program. and (4) General education courses offered through Sullivan University Jumpstart Program. Other courses may be added to the list as the two institutions agree. Credits for CAM134, BFS104 and BFS106 will be awarded upon full-time matriculation at Sullivan University.

CAM134 (Food Service Sanitation)

Credit by Certification

1. Sullivan University requires that the student must provide a ServSafe certificate with a score of 75% or better. This certificate must be attained no more than two years prior to the date of admission to Sullivan University.
2. Sullivan University requires that students audit the CAM 134 course when enrolled as a full-time student at the university.
3. Students of senior-level standing who have completed Culinary I (200411) and are currently enrolled in Culinary II (200412) at participating school districts and

who meet conditions as established elsewhere in this agreement are eligible for direct credit.

BFS104 (Basic Culinary Theory)*Credit by Bypass Examination*

1. The BFS 104 bypass examination consists of 50 questions and is allotted up to 1.5 hours for completion. The bypass examination may be taken either on the Lexington Campus or the Louisville Campus of Sullivan University or at participating school districts and may be completed during a student's high school senior year.
2. Passing score of at least 75% is required for the basic culinary theory bypass examination in order to earn the four (4) quarter credit hours in BFS 104.
3. A passing score of at least 75% is required on the BFS 104 bypass examination to take the competency-based skills exam described below for BFS 106 (Basic Culinary Skills Laboratory).
4. All bypass fees will be waived.
5. Students of senior-level standing who have completed Culinary I (200411) and are currently enrolled in Culinary II (200412) at participating school districts and who meet conditions as established elsewhere in this agreement are eligible for the bypass examination.

BFS106 (Basic Culinary Skills Laboratory)*Credit by Competency-Based Examination*

1. The BFS 106 competency-based examination is a practical skills exam and is two (2) hours in duration. The competency-based exam requires students to have mastered classic French knife cuts, preparation and cooking of a mother sauce, and demonstration of basic cooking and plating techniques. The competency-based examination may be taken either at the Lexington Campus or the Louisville Campus of Sullivan University and may be completed during a student's senior year in high school.
2. Passing score of at least 75% is required for the basic culinary skills competency-based examination in order to earn the six (6) quarter credit hours in BFS 106.
3. All bypass fees will be waived.
4. Students of senior-level standing who have completed Culinary I (200411) and are currently enrolled in Culinary II (200412) at participating school districts and who meet conditions as established elsewhere in this agreement are eligible for the competency-based examination.

Jump Start Program Courses

1. The Jumpstart Program at Sullivan University is designed for high school seniors who are planning to attend Sullivan University following graduation.
2. Participating School District students of senior-level standing and who meet conditions established in this agreement are eligible to earn up to (12) quarter credit hours by completing three Sullivan University courses during their senior year of high school.
3. Jumpstart Courses will be offered to students tuition-free.

III. RESPONSIBILITIES OF PARTIES

School District Responsibilities

1. It shall be the responsibility of the Participating School District to provide the appropriate printed material to their students describing the conditions of the program. Lesson plans and curricular material must address the competencies contained in the Sullivan University courses approved in this Agreement.
2. It shall be the responsibility of the Participating School District to report to Sullivan University if the Participating School District students who participate in this Agreement fail to maintain a 2.5 or equivalent GPA on their high school course work within five days following the end of an academic semester.

Sullivan University Responsibilities

1. It shall be the responsibility of Sullivan University to provide technical assistance and support to the Participating School District instructor(s) in the areas of content and course objectives.
2. It shall be the responsibility of Sullivan University to provide information concerning registration, drop dates, course requirements, policies, procedures, regulations and any costs associated with the University's courses.
3. It shall be the responsibility of Sullivan University to report final academic course grades on students who participate within the Jumpstart Program to the Participating School District within five days following the end of an academic quarter. Final course grades will be posted to the students' Sullivan University transcript.

Responsibilities of Both Parties

1. Notification of major curricular changes, such as changes of content, credit, or contact hours, made by one institution to the courses covered by this Agreement will be given to the other institution.

IV. ELIGIBILITY REQUIREMENTS

The Participating School District and Sullivan University agree that the performance objectives covered in the included courses at the Participating School District will be

accepted in partial fulfillment of the requirement for the Associate of Science in Culinary Arts, the Associate of Science in Baking and Pastry Arts and Bachelor of Science in Hospitality Management programs at Sullivan University with the following stipulations:

Jumpstart Program Courses

1. The student must complete a credit hour non-degree seeking application for each Jumpstart class in which he or she is enrolling.
2. The student must submit ACT/SAT scores or take Sullivan University's entrance test with scores of 17 (ACT) or 1365 (SAT) or 16 on the Sullivan University entrance examination.
3. The student must have and maintain a high school GPA of 2.5 or higher.
4. The student must submit a completed Sullivan University application form including a copy of his/her high school transcripts. Students will be at a senior-level standing at the time when entering into Sullivan University.
5. The student may take courses only during the student's senior year in high school.
6. The student may only take one course per academic quarter (maximum of three courses).
7. A parental agreement form must be duly signed by the parent or guardian of the student and contain an approval sign-off by the participating school district.
8. The standard Enrollment Fee of \$50 will apply and must be paid prior to the start of the first Jumpstart course.
9. Tuition is waived for courses under this articulation agreement. Students only pay for books and a parking pass, if applicable.

Eligibility for Jumpstart Program Courses (See *Jumpstart Program Courses* above)

1. The student must complete an admissions application as a "non-degree seeking student" for each Jumpstart class in which he or she is enrolling.
2. The student must submit ACT/SAT scores or take Sullivan University's entrance test with scores of 17 (ACT) or 1365 (SAT) or 16 on the Sullivan University entrance examination.
3. The student must submit a completed Sullivan University application form including a copy of his/her high school transcripts, showing a high school GPA of 2.5 or higher. Students will be at a senior-level standing at the time when entering into Sullivan University.
4. The student may take Jumpstart courses only during the student's senior year in high school.
5. The student may only take one Jumpstart course per academic quarter (maximum of three courses).
6. A parental agreement form must be duly signed by the parent or guardian of the student and contain an approval from the Participating School District.
7. The standard Enrollment Fee of \$50 will apply and must be paid prior to the start of the first Jumpstart course.

8. Tuition is waived for courses under this articulation agreement. Students only pay for books and a parking pass, if applicable.

V. TERMINATION WITHOUT CAUSE

Either institution may terminate this agreement at any time during its term, without cause, by giving 30 days written notice to the other institution. In the event of termination, it is understood that Sullivan University will be obligated to accept for transfer the credits and competencies from Participating School District seniors who have successfully completed their Sullivan University bypass and/or competency exams. Students who fail to meet course requirements for academic performance will cause this agreement to be re-evaluated.

VI. REGULATORY CONCERNS AND ISSUES

1. Sullivan University shall have the right to review the curriculum and course content to ensure that courses under this agreement and those courses which may become part of this agreement comply with the university's academic standards.
2. Sullivan University will implement this articulation agreement in accordance with the rules and regulations of all of its applicable education regulatory authorities including accrediting agency requirements. The Participating School District shall cooperate in providing information and data needed for Sullivan University to comply with these requirements. Sullivan University acknowledges that the Participating School District is not an accredited institution of higher learning and that Sullivan University is solely responsible for complying with such standards.
3. The parties expressly acknowledge that nothing in the articulation agreement is intended to limit the authority of Sullivan University in respect of the admission of students to the university or the decision to award an academic credential.
4. Nothing in this Agreement shall be interpreted as constituting either a dual degree program or a joint degree program as defined by the *Agreements Involving Joint and Dual Academic Awards: Policy and Procedures* promulgated by the Southern Association of Colleges and Schools Commission on Colleges. Sullivan University agrees to consider certain course work the Participating School District in partial fulfillment of the academic credits awarded by Sullivan University.
5. Sullivan University is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award associate, baccalaureate, masters and doctorate degrees. The accreditation of Sullivan University does not extend to or include the Participating School District or its students. Further, although Sullivan University agrees to accept certain course work from the Participating School District in partial fulfillment of academic credits awarded by Sullivan University, that coursework may not be accepted by other colleges or universities in transfer, even if it appears on a transcript from Sullivan University.

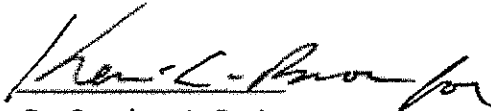
The decision to accept coursework in transfer from any institution is made by the institution considering the acceptance of credits or coursework.

VII. CHOICE OF LAW

All questions to the execution, validity, interpretation, and performance of this memorandum of understanding shall be governed by the laws of the Commonwealth of Kentucky. Furthermore, the parties hereto agree that any legal action which is brought on the basis of this agreement shall be filed in the Franklin Circuit Court of the Commonwealth of Kentucky.

The Participating School District and Sullivan University recognize the importance of providing a seamless coordination between high schools and college enrollment. We, the undersigned, as the representatives of the Participating School District and Sullivan University, hereby demonstrate our commitment to full implementation of this agreement.

Signatures of principals for this agreement:



Dr. Stephen L. Pruitt
Commissioner of Education
Commonwealth of Kentucky

5/2/17
Date



Dr. Diana Lawrence
Provost
Sullivan University

5/25/2017
Date