

Western Technical College
And
Madison Area Technical College
Associate of Arts Transfer Program Collaborative Agreement

Overview

Western Technical College (Western) and Madison Area Technical College (Madison College) offer an agreement for students who choose to complete an Associate in Arts (AA) degree in the Madison College Liberal Arts Transfer program while taking University Transfer courses at Western.

Students will be admitted in to the Liberal Arts program at Madison College and enroll as regular students according to the college's standard admission policies and procedure. Students will take courses at Western that meet the requirements of the Associate of Arts at Madison. Students must take a minimum of 25% of the degree requirements from Madison College in order to earn the AA degree.

Eligibility

1. Sign the Liberal Arts Collaborative Agreement form and provide it to Western Technical College prior to completing 18 credits at Western Technical College.
2. Complete an admissions Application form for Madison College indicating the intent to complete the AA program.
3. Pay an application fee to Madison College.
4. Meet Madison College standard admission placement policies and procedures.
5. It is recommended that the student meet with a Madison College Liberal Arts advisor each academic term.
6. Select transfer courses from Western that meet Madison College degree requirements.
7. Maintain good academic standing by achieving a grade point average (GPA) of 2.0 or better at the end of each term of enrollment (non-cumulative).
8. Arrange for official transcripts to be sent from Western Technical College to Madison College prior to the term before expected graduation.
9. If needed, apply for financial aid at www.fafsa.gov and release information to Madison College using Federal School Code 0004007.
10. Be responsible for paying any charges incurred at both institutions in accordance with college billing processes.

Important Notes

- Completion of an AA does not guarantee admission at a transfer institution.
- In addition to meeting with a Madison College advisor, the student should consult with an advisor at the intended transfer institution.
- Any agreement between the colleges must meet Title IV federal financial aid requirements specified in *Financial Aid Responsibilities in All Collaborative Program Agreements*. This document is available at:
<https://mywtcs.wtcsystem.edu/wtcsinternal/cmspages/getdocumentfile.aspx?nodeguid=363298fb-418b-4c52-86ea-25ec40138abe>.

- Financial aid will not be processed for the student until all details required by the consortium agreement have been met by both the host college, Western Technical College, and the home college, Madison College.

Implementation Roles

Western Technical College

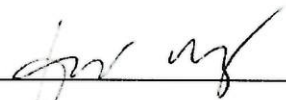
- Provide information to new students about the Liberal Arts (AA) Collaborative Agreement.
- Work with students to complete the *Liberal Arts Collaborative Agreement Form* as soon as possible but no later than the student's completion of 18 Liberal Arts transfer courses at Western Technical College. Email the form to intake@madisoncollege.edu or mail to Madison College Enrollment Center (1701 Wright St., Madison, WI 53704), provide a copy to the student and keep a copy for Western Technical College.
- Complete a Financial Aid Consortium agreement to process financial aid on behalf of Madison College while students are attending Western Technical College according to federal Title IV requirements specified in *Financial Aid Responsibilities in All Collaborative Program Agreements*.
- Provide advising to students each term.
- Provide academic support to students who need it.
- Work with Madison College staff to ensure students have access to up to date information.
- Collaborate with Madison College on development and distribution of marketing and informational materials.
- Communicate any curricular changes that impact the agreement.
- Assign staff to oversee the Liberal Arts (AA) Collaborative Agreement.

Madison College

- Process admission applications and enroll students in the Liberal Arts (AA) Collaborative Agreement program pursuant to its admissions terms and the terms of this agreement.
- Initiate and process the Financial Consortium Agreement and coordinate financial aid details according to Title IV federal financial aid requirements specified in *Financial Aid Responsibilities in All Collaborative Program Agreements*.
- Provide advising to students each term.
- Work with Western staff to ensure students have up to date information.
- Grant Associate of Arts degrees for students when appropriate.
- Collaborate with Western on development and distribution of marketing and informational materials.
- Assign staff to oversee the Liberal Arts (AA) Collaborative Agreement program.

The agreement will be effective July 1, 2019 and will be reviewed every 5 years. If either party fails to follow the terms and conditions as set forth in the agreement, the other party has rights to terminate the agreement with written notice. Either party may terminate this agreement with 30 days written notice. Both parties agree that students who apply to Madison College prior to the cancellation date will be able to transfer courses according to the agreement.

Signatures



Tonya Wagner

Dean, General Studies

Western Technical College



Dr. Kathleen Linaker

Vice President, Academics

Western Technical College



Todd H. Stebbins, PhD

Dean, School of Arts & Sciences

Madison Area Technical College



Turina Bakken, PhD

Provost

Madison Area Technical College