



## Guidelines for Developing Interinstitutional Academic Program Articulation Agreements

Procedures for initiating an articulation agreement between Florida Atlantic University and another institution:

1. Complete the information below and obtain **preliminary** approval to begin work on an agreement by submitting this form for signatures from the College Dean to the Vice President for Regional Campuses, then to the Provost's Office.
2. Ensure that all agreements are reached through interactive meetings between faculty members of each institution from the major programs contained in the agreement including representation from the Office of Undergraduate Admissions.
3. All agreements must comply with all state-mandated and FAU admission and graduation requirements unless a clearly-defined exception is included within the document.
4. Program descriptions should clearly identify common prerequisites and those courses that satisfy Gordon Rule, General Education, Foreign Language, and Core Curriculum requirements and specify that all elements of CLAS must be satisfied for graduation.
5. A final draft of the document should be reviewed by the Director of Undergraduate Admissions and must obtain the signed approval of the Department Chair, College Dean, the Vice President for Regional Campuses, and the Associate Vice President for Enrollment Management. Non-standard agreements may require the review of the University Attorney's Office.

Type of Articulation Agreement planned (i.e. AS to BS): \_\_\_\_\_

Programs to be included in the Agreement: \_\_\_\_\_

\_\_\_\_\_

Institutions to be involved in the Agreement: \_\_\_\_\_

\_\_\_\_\_

Identify the need for the Agreement: \_\_\_\_\_

\_\_\_\_\_

Additional Comments: \_\_\_\_\_

### **Preliminary approval to proceed with the Articulation Agreement**

\_\_\_\_\_  
Department Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
College Dean

\_\_\_\_\_  
Date

\_\_\_\_\_  
Vice President for Regional Campuses

\_\_\_\_\_  
Date

\_\_\_\_\_  
Associate Vice President for Enrollment Management

\_\_\_\_\_  
Date