



# ACCREDITATION EVIDENCE

**Title:** Valley City State University Elementary Articulation Agreement

**Evidence Type:** Corroborating

**Date:** 1 January 2021-31 December 2025

**WAN:** 22-0217

**Classification:** Resource

**PII:** No

**Redacted:** No





**Elementary Education Articulation Agreement  
Between  
Western Wyoming Community College and Valley City State University**

**Introduction:** This articulation agreement formally recognizes that Valley City State University (hereinafter VCSU) and Western Wyoming Community College (hereinafter WWCC) are educational institutions which agree to work together to provide educational opportunities for the students of their institutions.

**Purpose:** The purpose of this agreement is to provide a seamless transfer from WWCC to VCSU. Students will earn an Associate degree from WWCC and a Bachelor of Science degree in Elementary Education from VCSU. This agreement will be set up so that students will be able to complete both an Associate degree from WWCC and a B.S. degree in elementary education from the same location.

**Motivating Principles and Values:**

1. Students will be well served by the partnership and the high-quality teacher education program set forth in this agreement.
2. This partnership will benefit the educational needs of the region by providing high quality teacher education graduates.
3. Both campuses will maintain compliance with state and national accreditation guidelines that ensure teacher quality.
4. This partnership will provide high quality collaborative program to students in a convenient, timely, flexible, and cost-effective manner.

**Accreditation:** VCSU is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools; The Council for the Accreditation of Educator Preparation (CAEP); and approved by the State of North Dakota Education Standards and Practices Board (ESPB). WWCC is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools and the National Association for the Education of Young Children.

**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:** WWCC 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 WWCC 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:

WWCC 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 WWCC campus using various distance delivery technologies. WWCC will provide mutually agreed upon classrooms and workspace for VCSU. The classrooms that are provided are subject to availability.

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

It is agreed upon that WWCC will provide general education courses, supplementary curriculum, and elective courses which satisfy VCSU graduation requirements of students enrolled in this program, based on WWCC minimum enrollment standards.

**Registration:** Each institution will follow its own policies and procedures for registering students for their course (s). WWCC will be responsible for registering students in their course(s) , and VCSU will be responsible for registering student(s) in their course (s). Registering for WWCC and VCSU course(s) will be separate functions. Registration for course(s) will follow the respective institution's timeline and procedures, including add/drop and withdraw.

**Graduation Requirements:** A minimum of 120 total credits are required for a bachelor's degree and must be taken from the appropriate categories. Students must complete a minimum of 30 hours of upper level (300-400 level) credit from VCSU to complete graduation requirements from VCSU. Credit hours earned at WWCC that do not meet general education requirements, technical specialty requirements or teaching option requirements will be used for electives courses.

As part of VCSU graduation requirements, students must develop a digital portfolio that illustrates the best evidence of meeting the abilities and skills requirements for their degree.

**Tuition and Fees:** Students taking courses offered by VCSU will be charged and pay all VCSU tuition and fees, including technology fees. Students taking courses offered by WWCC will be charged and pay all WWCC tuition and fees, including technology fees. During semesters when students are enrolled only in VCSU courses, WWCC will assess and collect a fee to the students who elect to have access to WWCC computer labs and the Fitness Center.

**Marketing:** VCSU will be responsible for providing WWCC with marketing materials to distribute to prospective students. WWCC will display information about this agreement on their transfer website. WWCC will work collaboratively with VCSU to identify prospective students for this program.

**Textbooks:** Textbooks for the VCSU courses will be purchased through the VCSU bookstore. Textbooks for the WWCC courses will be purchased through the WWCC bookstore.

**Financial Aid:** Students enrolled in a WWCC two-year degree program will have all aspects of their Federal Title IV Financial Assistance administered by WWCC's Financial Aid Office. This includes, but is not limited to:

- Processing of FAFSA and other applications, determination of eligibility, awarding, and disbursement of funds;
- Assessment and enforcement of satisfactory academic progress standards;
- Calculation and distribution of refunds;
- Administration of all aspects of the Federal Direct Loan Program

During the student's enrollment at WWCC, WWCC 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 WWCC students. A contact person from the WWCC 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 WWCC Financial Aid Office will be identified to work with the contact person from the VCSU Financial Aid Office.

Students on the WWCC 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 WWCC 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 WWCC Student Handbook will be applicable to students enrolled in courses while at WWCC. For example, housing, parking, and conduct policies will be governed by WWCC.

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

**Academic Support Services:** WWCC will provide tutoring and disability support services for WWCC 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. WWCC will provide students in this program adequate technical support in a timely manner for the courses taken from WWCC.

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/online-and-distance-learning-technical-requirements/>

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

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

- Academic probation/suspension
- Graduation honors
- Academic honors
- Official withdrawal
- Course load limitations

WWCC’s and VCSU’s respective academic guidelines, policies, and procedures for students enrolled in courses through this arrangement on the WWCC campus apply on a course-by-course basis in regard to the following:

- Course repetition
- Incomplete work
- Course challenges
- Attendance
- Add/Drop dates for individual classes

VCSU’s School of Education coordinator Angela Saxlund, Director for Online Elementary Education Programs (701-845-7181) will be the agreement manager for the articulation between WWCC and VCSU.

**Amendments to the Agreement:** Mutually agreed upon amendments to this agreement may be approved by those who sign this agreement or their successors. The agreement may be terminated at any time through joint action of the two presidents with adequate provision for currently enrolled students.

**Required Courses for Elementary Education in the General Education Block**

VCSU COURSES	WWCC EQUIVALENT COURSES
BIOL 111, 150, 151 or 170	BIOL 1020, 1003, 1010, 2022, ZOO 2010, 2015 (4)
GEOL 100, 106	GEOL 1070, 1100, 1200 (4)
CHEM 115, 116, 121, 122 or PHYS 100, 110, 211, 212, 251, 252, or STEM ED 160	ASTR 1050, CHEM 1000, 1020; PHYS 1050, 1090, 1100, 1310 (4)
HIST 103 US Hist I or 104 US Hist II (3)	HIST 1211 US to 1865 or US from 1865 1221(3)
PSYC 111 – General Psychology (3)	PSYC 1000(3) General Psychology
GEOG 111 Survey of Geography (2)	

**Required Courses for Elementary Education Major**

VCSU COURSES	WWCC EQUIVALENT COURSES
EDUC 210 – Creative Activities (2)	
EDUC 315 Math in the Elem School (3)	
EDUC 320 Social Studies in the Elem School (3)	
EDUC 322 Methods of Language Arts (3)	
EDUC 323 Methods of Reading in Elem (3)	
EDUC 350 Elem Practicum & Classroom Management (2)	
EDUC 355 Science Methods for Elem Teachers (3)	
EDUC 491 Senior Portfolio (1)	
EDUC 277 Math for Elem Teachers I (3)	MATH 1100 – Math for Elem Teachers – Num & Op (3)

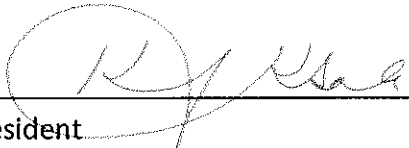
**Professional Education Sequence Courses for Elementary Education Major**

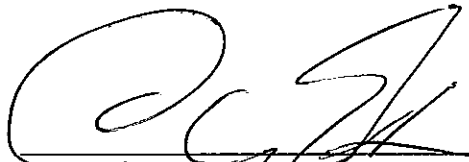
VCSU COURSES	WWCC EQUIVALENT
EDUC 240 Educating Exceptional Students (3)	EDEX 2484 Intro to Special Education (3)
EDUC 250 Introduction to Education (3) <i>*Students may use practicum hours from EDUC - 2100 towards EDUC 250 requirements.</i>	EDFD 2020 – Foundation of Education (4) (40-hour practicum embedded in the Foundation course) and VCSU EDUC 249 – Intro to VCSU (1)
EDUC 283 – Understanding Cultural Diversity (3)	
EDUC 300 – Educational Technology (2)	ITEC 2360 – Teaching with Technology (3)
EDUC 321 – Foundation of Reading (3)	
EDUC 330 – Children’s Literature (3)	LIBS 2280 – Literature for Children (3)
EDUC 352 – Culturally Diverse Practicum (1)	
EDUC 400 – Ed Psychology (2)	EDFD 2100 – Ed Psychology (4)
EDUC 450 – Trends in Assessment (2)	
EDUC 490 – Student Teaching (10)	
PSYC 250 – Developmental Psychology (3)	PSYC 2300 Developmental Psychology (3)
EDUC 278 Math for Elem Teachers II (3)	MATH 1105 – Data Prob & Algebra (3) or MATH 2120 – Geom & Measurement for Elem (3)




**Signatures:**

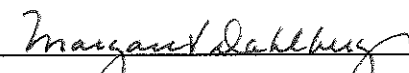
**For Western Wyoming Community College:**

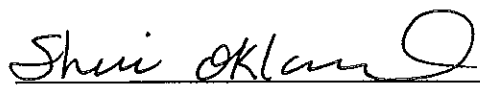
  
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President 9-14-2020  
Date

  
\_\_\_\_\_  
Vice President for Student Learning 9/14/20  
Date

**For Valley City State University:**

  
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Dr. Alan LaFave, President 9/1/2020  
Date

  
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Dr. Margaret Dahlberg, Vice President for Academic Affairs 8/27/2020  
Date

  
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Dr. Sheri Okland, Dean, School of Education 8/31/20  
Date