



## **Elementary Education Articulation Agreement Between Dakota College Bottineau and Valley City State University**

**Introduction:** This articulation agreement formally recognizes that Valley City State University (hereinafter VCSU) and Dakota College Bottineau (hereinafter DCB) are educational institutions that 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 DCB to VCSU. Students will earn an Associate of Science or Associate of Arts degree from DCB and a Bachelor of Science in Education degree and elementary education major from VCSU.

### **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 a 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 (NDESPB). DCB is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools.

**Longevity of Agreement:** This agreement will be in effect for five academic years, beginning September 2022. 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:** DCB 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 DCB 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:

DCB Representatives:

- One Faculty Representative from the Education Program

VCSU Representatives:

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

**Instructional Delivery:** Articulated coursework taken from VCSU Bachelor of Science in Elementary Education will be delivered to the DCB students using various distance delivery technologies unless otherwise specified.

**Advising:** DCB 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 DCB course(s) must apply and be accepted for admission at DCB. 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 DCB will provide general education courses, supplementary curriculum, and elective courses which satisfy VCSU graduation requirements of students enrolled in this program, based on DCB minimum enrollment standards.

**Registration:** Each institution will follow its own policies and procedures for registering students for their course(s). DCB 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 DCB 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 semester credits of upper level (300-400 level) courses. Students must complete a minimum of 30 semester credits from VCSU to complete graduation requirements from VCSU. Credit hours earned at DCB that do not meet general education, major or professional education sequence requirements will be used for electives courses.

As part of VCSU's EDUC 490 (student teaching requirements, students must complete a Teaching for Learning Capstone (TLC) that illustrates the best evidence of meeting the VCSU Teacher Education Program's Conceptual Framework of Plan, Implement, Evaluate, and Reflect.

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

**Marketing:** VCSU will be responsible for providing DCB with marketing materials to distribute to prospective students. DCB will display information about this agreement on their transfer website. DCB 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 DCB courses will be purchased through the DCB bookstore.

**Financial Aid:** Students enrolled in a DCB two-year degree program will have all aspects of their Federal Title IV Financial Assistance administered by DCB'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 DCB, DCB 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 DCB students. A contact person from the DCB 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 DCB Financial Aid Office will be identified to work with the contact person from the VCSU Financial Aid Office.

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

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

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

Students enrolled in at least one VCSU course will have full access to VCSU technology services, including a Blackboard account and a VCSU email/messaging account. 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. Please contact VCSU technology services for additional information by phone at 701-845-7340 option 1.

All online students in VCSU courses are expected to abide by the technical requirements, as outlined by university policy.

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

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

DCB's and VCSU's respective academic guidelines, policies, and procedures for students enrolled in courses through this arrangement on the DCB 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 Director for Online Elementary Education Programs will be the agreement manager for the articulation between DCB 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 student

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Below is a list of General Education Equivalent Courses for Block Transfer to the VCSU Elementary Education Program. General Education requirements for an Association Degree is determined by DCB. Students must complete the asterisk courses through DCB or VCSU for admittance to the education program.

VCSU General Education Course Requirements	
Course	Credits
English Composition	
ENGL 110 College Composition I *	3
ENGL 120 College Composition II * or ENGL 125 Introduction to Professional Writing *	3
Speech Communication - Select one of the following	
COMM 110, 212, 216	3
Mathematics - Select one of the following	
MATH 103, 104, 107, 165, 210	3
Biology Lab Science - Select one course from the following *	
BIOL 111, 150, 151, 170	4
Geology Lab Science - Select one course from the following *	
GEOL 100, 106	4
Computer Sci & Lit - Select one of the following	
CIS 170; CSCI 120, 127, 160; SE 110	3
Wellness - Select one of the following	
HPER 100 Concepts of Fitness and Wellness or HPER 212 Introduction to Stress Management	2
Humanities Literacies - Select one of the following	
COMM 211; ENGL 220, 225, 232, 241, 242, 261, 262; HUM 201; PSYC 200; SPAN 101, 102, 201, 202; THEA 110	3
Humanities Art or Music - Select one of the following	
ART 110, 115, 210, 211; HUM 202; MUS 100, 101, 206, 207	3
Social Science - Select two of the following *	
PSYC 111 Introduction to Psychology *	3
HIST 103 U.S. to 1877 * or HIST 104 U.S. Since 1877 *	3
Additional Humanities or Social Science *	
GEOG 111 Survey of Geography *	3
* Required General Education Course	
<b>Total Credits</b>	<b>40</b>

DCB General Education Course Requirements	
Course	Credits
English Composition	
ENGL 110 English Composition I *	3
ENGL 120 College Composition II * or ENGL 125 Introduction to Professional Writing *	3
Speech Communication - Select one of the following	
COMM 110 Fundamentals of Public Speaking	3
Mathematics - Select one of the following	
MATH 103, 104, 105, 107, 165, 166, 210	3-4
Biology Lab Science - Select one course from the following *	
BIOL 111, 115, 124, 150/150L, 151/151L, 170, 200, 202,	4
Geology Lab Science - Select one course from the following *	
GEOL 105 Physical Geology	4
Computer Sci & Lit - Select one of the following	
CIS 123; CSCI 101, 289	3-4
Wellness - Select one of the following	
HPER 100 Concepts of Fitness and Wellness or HPER 101 Activity Course	1-2
Humanities Literacies - Select one of the following	
ENGL 211,220,221,225,236,238,242,251,252,261, 262,278; FREN 101; HUM 101,102; THEA 201; WS 110	3-4
Humanities Art or Music - Select one of the following	
ART 110, 210, 211	3
Social Science - Select two of the following	
PSYC 111 Introduction to Psychology *	3
HIST 103 U.S. to 1877 * or HIST 104 U.S. Since 1877 *	3
Additional Humanities or Social Science *	
No equivalent course at DCB	3
<b>Total Credits</b>	
<b>39</b>	

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VCSU Elementary Education Requirements	
Course	Credits
EDUC 210 Creative Activities	2
EDUC 277 Mathematics for Elementary Teachers I	3
EDUC 278 Mathematics for Elementary Teachers II	3
EDUC 315 Mathematics in the Elementary School	3
EDUC 320 Social Studies in the Elementary School	3
EDUC 321 Foundations of Reading Instruction	3
EDUC 322 Methods of Language Arts Instruction	3
EDUC 323 Methods of Reading in the Elem School	3
EDUC 330 Children's Literature	3
EDUC 350 Elem Practicum and Classroom Mgmt	2
EDUC 355 Science Methods for Elementary Teachers	3
EDUC 491 Senior Portfolio	1
<b>Total Credits</b>	<b>32</b>

DCB Equivalent Elementary Education Courses	
Course	Credits
MATH 277 Mathematics for Elementary Teachers I	3
MATH 278 Mathematics for Elementary Teachers II	3
ENGL 238 Children's Literature	3
<b>Total Credits</b>	<b>32-34</b>

VCSU Chemistry, Physics, STEM Ed Requirements	
Course - Select one of the following	Credits
CHEM 115, 116, 121, 122; PHYS 100, 110, 211, 212, 251, 252; STEM ED 160	4-5
<b>Total Credits</b>	<b>4-5</b>

DCB Equivalent Chemistry, Physics, STEM Ed Courses	
Course - Select one of the following	Credits
CHEM 115, 116, 121, 122, 241, 242; PHYS 120/120L, 211/211L, 212/212L, 251/251L, 252/252L	4-5
<b>Total Credits</b>	<b>4-5</b>

VCSU Professional Education Sequence Requirements	
Course	Credits
EDUC 240 Education Exceptional Students	3
EDUC 250 Introduction to Education	3
EDUC 249 Intro to VCSU Teacher Education	1
EDUC 283 Understanding Cultural Diversity in Educ	3
EDUC 300 Educational Technology	2
EDUC 352 Culturally Diverse Practicum or EDUC 464 Practicum in the ELL Classroom	1-2
EDUC 400 Education Psychology	2
EDUC 450 Trends in Assess and Educ Issues	2
EDUC 490 Student Teaching (Elementary)	10
PSYC 250 Developmental Psychology	3
<b>Total Credits</b>	<b>30-31</b>

DCB Equivalent Professional Education Sequence Courses	
Course	Credits
SPED 110 Intro to Exception Children	3
Practicum EDUC 250 Introduction to Education and EDUC 298 Introduction to Education	2 1
	1
	3
	2
	1-2
EDUC 260 Education Psychology	3
	2
	10
PSYC 250 Development Psychology	3
<b>Total Credits</b>	<b>31-32</b>

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VCSU Graduation Requirements	
Admitted To VCSU Teacher Education Program	Complete 30 upper division semester credits
Admitted To Student Teaching	Complete 30 semester credits at VCSU
Complete Praxis Content Knowledge Exam	2.75 Cumulative GPA Minimum
Complete Praxis PLT Exam	2.0 Gen Ed GPA Minimum
Complete 120 semester credits	2.0 Major GPA Minimum



**Signatures:**

**For Dakota College Bottineau:**

*Carmen M. Simone*

[Carmen M. Simone \(Apr 11, 2023 15:54 CDT\)](#)

Dr. Carmen Simone

DCB Campus Dean

**Apr 11, 2023**

Date

*Kayla O'Toole*

[Kayla O'Toole \(May 18, 2023 08:10 CDT\)](#)

Kayla O'Toole

DCB Associate Dean for Academic Affairs

**May 18, 2023**

Date

**For Valley City State University:**

*Alan D. LaFave*

[Alan D. LaFave \(Apr 17, 2023 15:21 CDT\)](#)

VCSU President

**Apr 17, 2023**

Date

*Larry Brooks*

[Larry Brooks \(Apr 11, 2023 17:00 CDT\)](#)

VCSU Vice President of Academic Affairs

**Apr 11, 2023**

Date

*Allen Burgad*

[Allen Burgad \(Apr 11, 2023 19:11 CDT\)](#)

VCSU Dean, School of Education

**Apr 11, 2023**

Date



### VCSU CONSORTIUM AGREEMENT

Valley City State University (VCSU) students who plan to concurrently enroll at a **Host** Institution during a term may use this form to document coursework and costs at the **Host** Institution. Under this agreement, VCSU will act as the **Home** Institution (institution administering financial aid and awarding degree).

Student Name: \_\_\_\_\_ Student ID: \_\_\_\_\_

VCSU Degree and Major/Program: \_\_\_\_\_

**Host Institution:** \_\_\_\_\_

Host Institution Phone#: \_\_\_\_\_ Fax#: \_\_\_\_\_

Term/Year: (Please circle term requesting)      Fall      Spring      Summer      Year: \_\_\_\_\_

Term Start Date: \_\_\_\_\_ Term End Date: \_\_\_\_\_

#### General Requirements and Notices:

1. I must be enrolled in a degree, certificate, or other recognized credential program at the home institution.
2. I am taking courses at the Host institution that are transferrable to the home institution's degree, certificate, or recognized credential as certified by my Home institution's advisor.
3. I will file a FAFSA and complete the required financial aid processes prior to all applicable deadlines.
4. I am required to take a minimum of 6 (six) credit hours with a minimum of 1 (one) VCSU course during the term.
5. I am expected to utilize my VCSU email account (this is VCSU's official form of communication).
6. I must maintain Satisfactory Academic Progress on all credits. See <https://www.vcsu.edu/financialaid/satisfactory-progress-requirements> for more information.
7. I must complete a Consortium Agreement for each Host institution I will be attending.
8. I must notify VCSU's Financial Aid Office if I fail to begin attendance in the courses listed and approved by this Consortium Agreement (701-845-7541).
9. I must inform the Home and Host institutions of any change in enrollment status, including withdrawing from all courses or substitution of approved courses.
10. I must request that the Host institution provides the home institution with a Host institution transcript upon completion of the term. (Future financial aid will be placed on hold until this official transcript is received and evaluated by VCSU.)
11. Financial Aid will be disbursed according to the VCSU disbursement schedule.
12. I will pay tuition, fees, and other charges at the Home and Host institution.
13. I understand that I must initiate "Direct Deposit" arrangements with the home institution through my Campus Connection or contact the Business Office (701-845-7236) to arrange for excess financial aid to be sent to me.

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

#### Courses taken at the Host Institution:

Course#	Course Title	Credit Hrs.	Start Date	End Date

The Host Institution Financial Aid Office will review this agreement and, if approved, forward it to the Home Institution (contact information listed below). The Host Institution agrees to not provide financial aid to the student during this term and will verify class attendance/participation at the start of the term.