



# COOPERATIVE INSTITUTION AGREEMENT

American College of Education and Edison State Community College

This Agreement is entered into by and between, Edison State Community College ("Edison") located at 1973 Edison Dr., Piqua, OH 45356 and American College of Education ("ACE"), an accredited and state approved institution organized and existing under the laws of the State of Indiana, located at 101 W. Ohio St, Indianapolis, IN., 46204. Edison and ACE may hereafter be individually referred to as "Party" and collectively as "Parties".

## Statement of Purpose

This cooperative relationship between the Parties will provide a structured and seamless admission and enrollment process into selected ACE degree programs for eligible students, graduates and faculty and staff (hereinafter known as "Members") and provide a financial benefit to all in the form of a Partnership Grant.

## Course Articulation/Transfer Agreement

ACE will collaborate with Edison to provide a seamless transfer experience of credits from the following associate degree programs, pursuant to the attached addendums/transfer guides:

1. Associate in Arts (AA)
2. Associate in Applied Science (AAS)
3. Associate in Science (AS) degree programs

**Into the following bachelor's completion or nursing degree programs at ACE:**

1. B.S. in Applied Management and Leadership
2. B.S. in Healthcare Administration
3. RN to BSN\*
4. RN to MSN\*\*

\*\*Students who complete the Associate in Applied Science-Nursing may be considered for transfer to the RN to BSN and RN to MSN programs.

## Admissions

Members shall be subject to all ACE admission requirements and College policies as set forth in its College and program policies and procedures, College catalogs and addenda.

1. Members must submit a complete application for admission to ACE and meet all eligibility requirements for admission, including, but not limited to:

**B.S. in Applied Management and Leadership and B.S. in Healthcare Administration programs:**

- o Minimum cumulative GPA of 2.0 on a 4-point scale for full admission, or minimum cumulative GPA of 1.75 on a 4-point scale for provisional admission
- o Associate degree or minimum 60 semester credit hours completed.

**RN to BSN program:**

- Minimum cumulative GPA of 2.25 on a 4-point scale for full admission, or minimum cumulative GPA of 2.00 on a 4-point scale for provisional admission
- Associate degree or minimum of 90 semester credit hours completed.
- Active unencumbered registered nurse license
- Proof of employment as RN or access to practice environment

**RN to MSN program:**

- Minimum cumulative GPA of 2.75 on a 4-point scale for full admission, or minimum cumulative GPA of 2.50 on a 4-point scale for provisional admission
- Associate degree or minimum of 90 semester credit hours completed.
- Active unencumbered registered nurse license
- Proof of employment as RN or access to practice environment

2. A course grade of "C" or "70%" or better must be earned in the articulated course to be accepted for transfer by ACE.
3. The maximum number of transfer credits that ACE can accept are as follows:
  - a) **ACE will accept up to 84 credits in transfer for the following programs:**
    - B.S. in Applied Management and Leadership
    - B.S. in Healthcare Administration
  - b) **ACE will accept up to 90 credits in transfer for the following programs:**
    - RN to BSN
    - RN to MSN

## Financial Benefits of Partnership - (Partnership Grant)

Eligible Members who are admitted and enroll in any program currently offered by ACE, will be eligible to receive a Partnership Grant based on the selected program degree level.

Based on your program of interest, Members will be eligible for one of the following grants. Partnership Grant applies to program tuition only. The amount of the grant will be applied to tuition pro rata by term:

RN to MSN	\$1000.00
Ed.D. & Ed.S.	\$1,000.00
M.Ed., M.A. & M.S.	\$500.00
Bachelor's*	\$500.00
Certificate & Micro-Credentials	\$250.00

\*RN to BSN applicants and students are not eligible for the Partnership Grant.



## Addendums

1. *Sample Partnership Grant – Student signed Memorandum of Understanding*
2. *Necessary General Education Requirements*
3. *ACE B.S. in Applied Management and Leadership Program Information*
4. *ACE B.S. in Healthcare Administration Program Information*
5. *ACE RN to BSN Program Information*
6. *ACE RN to MSN Program Information*

## Terms

1. **EFFECTIVE DATE** - This agreement becomes effective as of the date when all signatures are affixed.
2. **TERM and TERMINATION** – This Agreement shall commence on the Effective Date and shall automatically renew with or without modifications unless it is terminated or amended as provided herein. Either party may terminate this Agreement without cause by providing the other party with thirty (30) days written notice. Any termination of this Agreement shall not affect Members benefits already awarded as outlined in this agreement and/or those who are in process of admission or transfer evaluation on or prior to such termination notice, nor shall termination affect the continuance of the Partnership Grant for Members who are already as enrolled students, so long as they continue to meet Partnership Grant eligibility and continuation requirements.
3. **AMENDMENT and MODIFICATION** - Written notice of intent to amend or modify the terms of the Agreement will be submitted to, and mutually agreed upon by, the academic head of both institutions at least one academic semester prior to the proposed date of amendment or modification. Both parties agree to notify each other of any adverse changes in its accreditation or state licensure status.
4. **INDEMNIFICATION** - The Parties shall indemnify and hold one another harmless from any claims, causes of action, losses, damages, injuries, or liabilities of any kind (including attorney's fees) ("Claims") arising from its actions or inaction, including the actions or inactions of a party's employees or agents, if any, arising from the services contracted for under this Agreement. Said indemnification shall include, but is not limited to, Claims brought by students for not receiving credit from the party enrolling that student and primarily responsible for issuing earned credit. The Parties shall indemnify and hold one another harmless from any Claims arising from patent, trademark, or copyright infringement arising from its actions or inaction, including the actions or inactions of a party's employees or agents. Said indemnification shall include, but is not limited to, Claims brought against a party for possessing or using material furnished to it by the other party.
5. **USE OF LOGOS, NAMES AND TRADEMARKS** - ACE hereby grants to Members a non-exclusive, non-transferable royalty-free revocable license to use the logos, service marks or trademarks in print and media advertising in connection with the performance of this Agreement. Members hereby grants to ACE a non-exclusive, non-transferable revocable license to use the logos, service marks or trademarks set forth in connection with the performance of this Agreement. Each party agrees that its use of the



other party's logos or mark(s) must be in accordance with the terms of this Agreement, applicable law, and any trademark usage guidelines as applicable. Joint public announcements, including content must be mutually agreed upon with written authorization by both Parties prior to any release by either party. Any use of a party's name or trademark(s) not contemplated by this AGREEMENT is prohibited unless the party owning the name or trademark provides the other party with written authorization to make said use of its name or trademark.

- 6. **FAMILY EDUCATION RIGHTS AND PRIVACY ACT** - The parties will comply fully with the privacy regulations outlined in the Family Education Rights and Privacy Act (FERPA), 20 USC. § 1232g; 34 CFR Part 99, for the handling of student information, to the extent applicable. The parties will not disclose or use any student information, except as necessary to carry out its obligations under this Agreement and as permitted by FERPA. For purposes of this Agreement pursuant to FERPA, Parties hereby designate authorized employees of the Parties who are working under this Agreement as a school official with a legitimate educational interest in the educational records of students from the Parties who receive or who are eligible for reverse articulation or transfer of credit. Employees of both Parties agree to maintain the confidentiality of the educational records in accordance with the provisions of FERPA. Employees of Parties, and the Parties, acknowledge and agree that they are not allowed to share such educational records, or any part thereof, with any third party.
- 7. **RELATIONSHIP OF THE PARTIES** - This Agreement does not create a partnership, joint venture, principal/agent, or any related legal relationship between the Parties. Neither party shall have authority to enter into any contracts or agreement or relationship on behalf of the other party unless so directed in a signed written authorization or amendment.
- 8. **SEVERABILITY.** Should any provision or any part of a provision within this Agreement be rendered void, invalid, or unenforceable by any court of law for any reason, such invalidity or unenforceability shall not void or render invalid or unenforceable any other provision or part of a provision in this Agreement.
- 9. **GOVERNING LAW.** - This Agreement shall be governed in all respects, whether as to validity, construction, capacity, performance, or otherwise, by the laws of the jurisdiction of Ohio, without giving effect to its conflict of laws rules.

The undersigned parties have caused this Agreement to be executed by themselves or by their duly authorized representatives as of the Effective Date.

Edison State Community College


American College of Education

  
\_\_\_\_\_  
Dr. Doreen Larson  
President

DocuSigned by:  
  
\_\_\_\_\_  
22573568DBF14EA...  
Dr. Shawntel Landry  
President

01/14/2022 (date)

1/19/2022 (date)

  
\_\_\_\_\_  
Chris Spradlin  
Provost

DocuSigned by:  
  
\_\_\_\_\_  
Dr. Luster Fowler  
Chief Academic Officer and Provost

9 Dec 2021 (date)

1/18/2022 (date)



**Addendum One: Student Signed Memorandum of Understanding (Sample)**

Edison State Community College  
Memorandum of Understanding  
Effective: 11/01/2021

Congratulations on your decision to continue your educational goals with American College of Education (ACE). In keeping with the College’s tradition of providing excellent educational programs, we are excited to offer you the American College of Education Partnership Grant.

You will be eligible to receive the American College of Education Partnership Grant if you meet the following criteria:

1. You are currently employed by or previously attended Edison State Community College;
2. You meet program admissions requirements; and
3. Enroll in and remain continuously enrolled in an American College of Education program.

Based on your program of interest, you will be eligible for one of the following grants. The amount of the grant will be applied to your tuition pro rata by term.

RN to MSN	\$1,000
Doctoral	\$1,000
Master	\$500
Bachelor	\$500
Certificate & Micro-Credentials	\$250

By signing this document, I understand that:

- Should I fail to: (a) begin my program, (b) withdraw, or (c) be administratively withdrawn from American College Education, I may forfeit all future disbursements of my award regardless of whether I reenter or am readmitted to my program.
- All prior scholarships and/or special tuition offers are null and void, as determined by the College. The College will only honor the Memorandum of Understanding with the most recent issue date.

Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

*NOTE: This Memorandum of Understanding must be signed and attached to your application for admission for it to be valid and binding, regardless of signatures or any oral statements made. The American College of Education Partnership Grant applies to program tuition only.*



### ***Addendum Two: Necessary General Education Requirements***

The American College of Education requires a minimum total of 30 credit hours in the specified areas of general education in the table below. These requirements align with the Indiana College Core and are outlined in ACE's [catalog](#). The table below outlines American College of Education Requirements.

<b>General Education Category*</b>	<b>Types of Course (Course Examples)</b>	<b>Credits Required</b>
Written Communication	English, Writing, Literature	6
Speaking and Listening	Speaking and Listening	3
Quantitative Reasoning	Mathematics (3 credits in Statistics is needed for RN to MSN and RN to BSN)	3
Scientific Ways of Knowing	Life and Physical Sciences	6
Humanistic and Artistic Ways of Knowing	Humanities and Fine Arts	6
Social and Behavioral Ways of Knowing	Psychology, History, Political Science, Government	6
<i>*General education credits may be taken at Member Organization, American College of Education, or the appropriately accredited institution of the student's choosing.</i>		

The general education requirements at ACE align closely with those of the Member. Additional courses from Member organization may be used to fulfill requirements and will be identified during the transcript review process.



### **Addendum Three: ACE B.S. in Applied Management and Leadership Program Information**

#### **Program Description**

The Bachelor of Science in Applied Management and Leadership program is built to provide students with the knowledge and skills to become and advance as managers and leaders within their respective fields. Graduates of the program will be able to decipher financial statements and make decisions about future business performance. They will develop, prepare, and manage marketing strategies taking consumer data into discussion. Those who earn the degree will also determine ways to organize and lead many aspects of a variety of projects.

This program is a bachelor's completion degree program, allowing students to fulfill the general education and elective credits through coursework completed at Member organization. ACE will accept a minimum of 60 credits and will work to honor more credits, if possible, for students. The chart below describes the credit composition of the program:

<b>Type of Credit</b>	<b>Credits Required</b>	<b>How Credits are Obtained</b>
General Education Credits*	30	These courses can be taken at Member organization during or outside of the degree program, at any other college, or at ACE. At least 60 credits will be accepted from the Member degree program.
Elective Credits*	54	
B.S. in Applied Management and Leadership	36	Must be taken at American College of Education. The full list of courses is below.
Total Credits	120	Degree Completion = 36 semester credits at ACE + 60 semester credits applied from Member organization + 24 elective credits taken at ACE, Member organization or elsewhere = 120 semester credits.

*\*American College of Education will review all transcripts of Member graduates. At minimum, 60 credits will be accepted and up to 84 credits may be transferred in; ACE will accept as many credits as possible to fulfill general education and any elective credits as possible as outlined on the transcript. Students are required to take the 36 semester credits as outlined in the course list below at American College of Education.*

#### **ACE Course List (36 semester credits)**

- LEAD4003 Collaborative Business Communication (3 credits)
- MRKT4003 Introduction to Marketing (3 credits)
- LEAD4013 Strategic Servant Leadership (3 credits)
- FIN4003 Finance and Sustainability in Business (3 credits)
- LEAD4023 International Business Leadership (3 credits)
- LEAD4033 Project Management (3 credits)
- LEAD4043 Social Entrepreneurship in Business (3 credits)
- LEAD4053 Ethical and Legal Management Issues in Leadership (3 credits)
- LEAD4063 Strategic Planning and Implementation (3 credits)
- LEAD5653 Leadership Theories, Frameworks, and Philosophies (3 credits) (OPTIONAL -Students take this course or HRM4003)
  - HRM4003 Fundamentals of Human Resource Management (3 credits) (OPTIONAL -Students take this course OR LEAD5653)
- ORG5003 Organizational Behavior and Change (3 credits)
- LEAD4093 Capstone in Management and Leadership (3 credits)



### **Addendum Four: ACE B.S. in Healthcare Administration Program Information**

#### **Program Description**

The Bachelor of Science in Healthcare Administration provides students with the skills and knowledge to effectively serve as health administrators within their community. Through application-based coursework, students learn how to promote responsible health choices by becoming educators and program leaders within the diverse field of community health. After completing this program, students will have the training necessary to evaluate research, advocate for policies and effective procedures, and manage divergent populations while implementing strategic plans by taking on a variety of roles within the healthcare field.

This program is a bachelor's completion degree program, allowing students to fulfill the general education and elective credits through coursework completed at Member organization. ACE will accept a minimum of 60 credits and will work to honor more credits, if possible, for students. The chart below describes the credit composition of the program:

<b>Type of Credit</b>	<b>Credits Required</b>	<b>How Credits are Obtained</b>
General Education Credits*	30	These courses can be taken at Member organization during or outside of the degree program, at any other college, or at ACE. At least 60 credits will be accepted from the Member degree program.
Elective Credits*	54	
B.S. in Healthcare Administration Credits	36	Must be taken at American College of Education. The full list of courses is below.
Total Credits	120	Degree Completion = 36 semester credits at ACE + 60 semester credits applied from Member organization + 24 elective credits taken at ACE, Member organization or elsewhere = 120 semester credits.
<p><i>*American College of Education will review all transcripts of Member graduates. At minimum, 60 credits will be accepted and up to 84 credits may be transferred in; ACE will accept as many credits as possible to fulfill general education and any elective credits as possible as outlined on the transcript. Students are required to take the 36 semester credits as outlined in the course list below at American College of Education.</i></p>		

#### **ACE Course List (36 semester credits)**

- HLTH4301 Introduction to Healthcare Administration (1 credits)
- HLTH4303 Legal and Ethical Issues in Healthcare Administration (3 credits)
- HLTH4313 Leading and Decision-Making in Health Services (3 credits)
- HLTH4343 Health and Wellness Across Populations (3 credits)
- HLTH4353 Evidence-based Health Education and Literacy (3 credits)
- HLTH4363 Marketing for Healthcare Administrators (3 credits)
- HLTH4373 Human Resources for Healthcare Administrators (3 credits)
- HLTH4383 Finance for Healthcare Administrators (3 credits)
- HLTH4392 Communication and Advocacy for Health and Wellness (2 credits)
- HLTH4393 Quality Management for Healthcare Administrators (3 credits)
- HLTH5453 Health Policy Evaluation and Development (3 credits)
- HLTH4403 Healthcare Information Management (3 credits)
- HLTH4913 Senior Capstone Experience: Healthcare Administration (2 credits)





### **Addendum Five: American College of Education RN to BSN Program Information**

#### **Program Description:**

The RN to BSN program offers a seamless learning experience for those seeking advanced nursing knowledge and expanded professional skills appropriate for a global and increasingly complex healthcare system. Designed to expand competencies in practice, evidence-based decision making, informatics and technological communication skills, and innovative thinking, the degree promotes professional expertise in patient-centered care among diverse and vulnerable populations. The dynamic connection between research, theory and practice prepares students to engage in problem-solving in micro and macro systems and to ensure quality care and patient safety. As leaders, graduates are expected to become change agents to improve people's health.

This program is a bachelor's completion degree program, allowing students to fulfill the general education and elective credits through coursework completed at Member organization. ACE will accept a minimum of 60 credits and will work to honor more credits, if possible, for students. The chart below describes the credit composition of the program:

<b>Type of Credits</b>	<b>Credits Required</b>	<b>Description (if needed)</b>
General Education Requirements	30	Taken at Member organization as part of associate degree and/or at ACE or other institution; At least 30 hours of General Education Courses are required and must meet Indiana College Core requirements are explained in addendum three. *Note: Nursing students must have 3 credits in statistics to fulfill the quantitative reasoning requirements.
Electives	60	Taken at Member organization during associate degree completion and/or at ACE or other institution.
RN to BSN Credits	30	Must be taken at American College of Education. The full list of courses is below.
Total Baccalaureate Credits	120	
<p><i>American College of Education will review all transcripts of Member graduates. At maximum, 90 credits will be accepted; ACE will accept as many credits as possible to fulfill general education and any elective credits as possible as outlined on the transcript. Students are required to take the 30 semester credits as outlined in the course list below at American College of Education.</i></p>		

#### **Program Course List: (30 semester credits)**

- NUR4013 Transition to Professional Nursing: Issues and Concepts (3 credits)
- NUR4033 Health Assessment (3 credits)
- NUR4043 Community Health and Vulnerable Populations (3 credits)
- NUR4053 Research Methods and Evidence-Based Practice (3 credits) \*Stats Pre-Req
- NUR4063 Leadership and Management in Healthcare (3 credits)
- NUR4073 Health Promotion (3 credits)
- NUR4083 Nursing Informatics (3 credits)
- NUR5023 Advanced Nursing Research and Practice I (3 credits) (GRADUATE LEVEL Course)
- NUR5033 Advanced Nursing Research and Practice II (3 credits) (GRADUATE LEVEL Course)
- NUR4093 Senior Capstone Experience for Nursing semester credits (BSN Level Capstone)



### **Addendum Six: American College of Education RN to MSN Program Information**

#### **Program Description:**

The RN to MSN online program offers a seamless learning experience for those seeking advanced nursing knowledge and expanded professional skills appropriate for a global and increasingly complex healthcare system. The graduate program is designed for RN's who are seeking a master's degree in nursing. Students may select from one of two focus of study areas, nursing administration or nursing education. The RN to MSN online Program is 55 semester credits and requires 200-hour practicum experience.

#### **Focus of Study Options (Students Choose One)**

##### **Nursing Administration Focus of Study Description**

The Nurse Administration Focus of Study will prepare the nurse leader to model organizational and systems leadership skills that asserts ethical and critical decision making, collaborative inter-professional relationships, responsible fiscal stewardship, and principles of quality improvement. The program will foster competencies in leadership and the use of technology and information systems to support quality improvement and outcomes.

##### **Nursing Education Focus of Study Description**

The Nurse Educator Focus of Study will prepare the nurse to model leadership in the role of nurse educator while implementing quality improvement and change in academic and clinical education practice settings. The nurse educator will be prepared to design, implement, and evaluate teaching strategies appropriate to the learner, setting, and achievement of desired outcomes.

<b>Type of Credits</b>	<b>Credits Required</b>	<b>Description (if needed)</b>
General Education Requirements	30	Taken at Member's organization as part of associate degree and/or at ACE or other institution; At least 30 hours of General Education Courses are required and must meet Indiana College Core requirements are explained in addendum three. *Note: Nursing students must have 3 credits in statistics to fulfill the quantitative reasoning requirements.
Electives	60	Taken at Member organization during associate degree completion and/or at ACE or other institution.
ACE Required BSN Level Courses in MSN program	30	Students will take two graduate level courses, six credits, during the BSN level portion of the program that will be subsequently utilized to fulfill six credits of the MSN core for the graduate degree program. *
<b>Total Baccalaureate Credits</b>	<b>120</b>	BSN earned as part of the RN to MSN pathway. All General Education and General Requirements must be met.
ACE Required MSN Core Courses	9	*+6 graduate semester credits already taken during the BSN level counted above.
ACE Required MSN Focus of Study Courses	16	
<b>Total RN to MSN Program Credits</b>	<b>55</b>	30 credits in bachelor's level (which includes 6 graduate credits), 9 MSN Core Credits, and 16 Focus of Study Credits.



American College of Education will review all transcripts of Member graduates. At maximum, 90 credits will be accepted; ACE will accept as many credits as possible to fulfill general education and any elective credits as possible as outlined on the transcript. Students are required to take the 55 semester credits as outlined in the course list below at American College of Education.

### **RN to MSN Program Course List: (55 semester credits)**

#### Baccalaureate Level Portion of Program

- NUR4013 Transition to Professional Nursing: Issues and Concepts 3 semester credits
- NUR4033 Health Assessment 3 semester credits
- NUR4043 Community Health and Vulnerable Populations 3 semester credits
- NUR4053 Research Methods and Evidence-Based Practice 3 semester credits \*Stats Pre-Req
- NUR4063 Leadership and Management in Healthcare 3 semester credits
- NUR4073 Health Promotion 3 semester credits
- NUR4083 Nursing Informatics 3 semester credits
- NUR5023 Advanced Nursing Research and Practice I 3 semester credits (GRADUATE LEVEL Course)
- NUR5033 Advanced Nursing Research and Practice II 3 semester credits (GRADUATE LEVEL Course)
- NUR4093 Senior Capstone Experience for Nursing semester credits (BSN Level Capstone)

#### Master's Level Portion of Program

##### Core

- *NUR5023 Advanced Nursing Research and Practice I- already earned as part of baccalaureate level course work*
- *NUR5033 Advanced Nursing Research and Practice II- already earned as part of baccalaureate level course work*
- NUR5043 Nursing Leadership: Organizational Systems 3 semester credits (50 Practicum Hours Required)
- NUR5053 Quality Improvement and Safety 3 semester credits
- NUR5063 Patient-Centered Care 3 semester credits

#### Focus of Study Courses

##### Nursing Administration Focus of Study

- NUR5103 Leadership and Management Theory in Nursing 3 semester credits (50 practicum hours)
- NUR5113 Management of Financial Resources in Nursing 3 semester credits
- NUR5123 Relationships Through Communication 3 semester credits
- NUR5133 Knowledge of Healthcare Environment 3 semester credits
- NUR5094 Capstone Practicum Experience for Role of Nurse Administrator 4 semester credits (150 practicum hours)

##### Nursing Education Focus of Study

- NUR5203 Advanced Pathophysiology and Health Assessment 3 semester credits
- NUR5213 Advanced Pharmacology for Health Educators 3 semester credits
- NUR5223 Theoretical Foundations in Teaching and Learning 3 semester credits
- NUR5233 Curriculum Development, Assessment, and Evaluation in Nursing 3 semester credits
- NUR5194 Capstone Practicum for Role of the Nurse Educator 4 semester credits (150 practicum hours)