



## ARTICULATION AGREEMENT

between

The College of Engineering of  
The Pennsylvania State University

and

Instituto Tecnológico de Santo Domingo

July 2008



## A. INTRODUCTION

The faculties of Instituto Tecnológico de Santo Domingo and the College of Engineering of The Pennsylvania State University agree to establish a collaborative educational program in the following majors: Aerospace Engineering, Biological Engineering, Bioengineering, Chemical Engineering, Computer Engineering, Engineering Science, and Nuclear Engineering. Two years, or the equivalent, will be spent by a participating student at Instituto Tecnológico de Santo Domingo (INTEC), where the student will study math and science subjects along with pre-engineering courses and common engineering and computer science courses. Upon satisfactory completion of the first two years, the student will enter the Pennsylvania State University (PSU) and complete the engineering major degree requirements.

Such a cooperative program, known as a 2+2 program, is being created in an effort to provide students at Instituto Tecnológico de Santo Domingo with the opportunity to study majors that are not available to them at their home institution. Students who successfully complete the program will earn a degree from The Pennsylvania State University.

## B. PROCEDURES

Counseling, admission and the transfer of students in this 2+2 cooperative program will be through the application of the following procedures and policies. Failure to comply with any of the following procedures or policies may result in denial of admission to PSU as a 2+2 program participant.

1. Application for admission to the program will be made to INTEC, where the candidate will be subject to the admission requirements of that institution. Only students admitted to INTEC as first-semester (freshmen) students may participate in this program. This program is not available to those who were admitted as transfer students to INTEC. An individual who has been registered as a degree candidate and established a degree candidate record at PSU prior to entering the 2+2 program at INTEC will be considered a re-enrollment candidate rather than a 2+2 program participant and must meet the criteria for re-enrollment in the major at PSU.
2. Results from aptitude and achievement tests, records of scholastic achievement, and other pertinent information will be exchanged between institutions to aid both in guiding and in counseling students and prospective students. PSU will provide INTEC with copies of curriculum planning guides used by advisers at PSU for each major.

INTEC is responsible for informing students in the 2+2 program of the requirements for admission to PSU, as described in this document, and is encouraged to provide each student with a copy of this contract. Students should also be made aware of the courses that are available at INTEC that can be used to meet degree requirements for each of the majors that are part of this agreement. To that end, students should be provided with a copy of the Appendix to this contract.

3. Each September, the 2+2 program coordinator at INTEC shall provide the Dean's office of the College of Engineering of PSU with a list of students at INTEC who have indicated their desire to participate in the 2+2 program and their intended major.
4. At the end of Quarter 1 (ending in April) of the second year at INTEC, a student becomes a candidate for transfer for any of the available majors if the student has completed the entrance-to-major course requirements<sup>1</sup> and has attained and maintained a cumulative grade point average (GPA) of 2.75 (3.00 for Engineering Science) or greater on a 4.00 scale, with the following exception. Majors that are under enrollment control at PSU will be available to students who have and maintain a cumulative GPA of 3.30 or higher. In all cases, the cumulative GPA that will be used to determine eligibility for an engineering major will be calculated by the method used at PSU. Original grades for courses that were repeated along with grades for the same courses that were repeated will be used in the calculation. INTEC may require higher academic standards for transfer.

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<sup>1</sup>A minimum grade of 'C' is required in CBQ-201, CBM-102, CBM-201, and CBF-202.



For each letter grade, PSU assigns the following number of grade points per credit: A=4.00; A-=3.67; B+=3.33; B=3.00; B-=2.67; C+=2.33; C=2.00; D=1.00; F=0.00. PSU calculates the GPA by multiplying the grade point value for the grade earned by the number of credits for the course and then dividing the total number of grade points by the total number of credits attempted.

5. The student should submit an application (available on the Web) to the Admissions Office of PSU after Quarter 1 of the student's second year at INTEC. The application should clearly indicate that the student is applying as a 2+2 student. It should be submitted promptly and no later than May 1 of the applicant's second year at INTEC.

The completed application should be supported by the following documents:

- a) Final high school record
- b) Two copies of the official Instituto Tecnológico de Santo Domingo transcript, including all grades earned through Quarter 1 (ending in April).
- c) Schedule of courses for Quarter 2 of the second year
- d) Check sheet (see Appendix) of the courses taken and those planned for Quarter 2 of the second year, as they relate to the PSU courses listed for the requested engineering major. Students must retain a copy of the check sheet for their own records.

The application and supporting documents will be evaluated by the appropriate officer in the Admissions Office and in the Dean's Office of the College of Engineering of PSU. If the applicant meets the entrance requirements and complies with the application procedures and admissions requirements, the applicant will be offered provisional admission to The Pennsylvania State University in the 2+2 program, commencing with the following Fall semester at PSU. Applicants who are not citizens or permanent residents of the USA must also have the minimum TOEFL or IELTS scores required for admission of students to PSU whose native language is not English.

At the completion of the second year (Quarter 2), two copies of the final official transcript of work taken at INTEC should be forwarded to the Admissions Office of PSU. The applicant's admission to PSU will be changed from a provisional basis to a permanent basis if the student has maintained the minimum cumulative GPA required for the major, is in good standing at INTEC, and has fulfilled all conditions, if any, specified in the student's provisional admission. A minimum of 60 transferable semester-credits must be completed at INTEC. The student will then be placed in the major in which provisional admission was offered, provided all entrance conditions are met. Under normal circumstances, failure to meet the conditions of provisional admission will result in the voiding of the offer of admission for the student and in his or her ineligibility to participate in the 2+2 program.

6. The suggested and available exposure to mathematics, science, engineering science, computer, liberal arts, and communications courses at INTEC is illustrated in the Appendix. It is in the student's best interest to complete as many of the suggested courses for their intended engineering major as possible at INTEC so that she/he can complete the degree requirements at PSU in the most timely manner. Course numbers and descriptions may change by the actions of the INTEC faculty or PSU faculty. In such cases, only the Appendix would need to be amended. INTEC will receive regular updates about changes at PSU and will be expected to regularly inform PSU of changes at INTEC, as they relate to the 2+2 program. Students must bring a completed check sheet (see Appendix) with them for their first meeting with their engineering faculty advisor at PSU.

The student's preparedness for engineering courses will be assessed by his/her major department and will be based on the courses taken at INTEC, as described on the completed course check list. If the student has not taken all the possible recommended courses at INTEC, it is very likely that more than two years (4 semesters) will be required to complete the PSU degree requirements. The need to take missing requirements and the effect this may have on the student's graduation date will be determined by the student's major department at PSU. In departments that offer major courses only once a year beginning in the Spring semester, such as



Bioengineering and Chemical Engineering, it is likely that the student will need more than 4 semesters to complete the degree requirements.

7. As soon as it becomes known, PSU will notify INTEC of any changes in the majors that are under enrollment control. Normally, decisions about the majors that will be under enrollment control are made two years before the students for whom the controls would apply are admitted to a major. Therefore, students should be notified at the time that they begin their degree program at INTEC of the majors that are under enrollment control and will therefore have a higher required GPA for admission.
8. This agreement shall be reviewed on a 5-year cycle. A lack of response to requests for information and lack of adequate participation may result in termination of the agreement.

*David N. Wormley*

David N. Wormley  
Dean  
College of Engineering  
The Pennsylvania State University

Date: 8/14/08

*Robert N. Pangborn*

Robert N. Pangborn  
Vice President and Dean for  
Undergraduate Education and Enrollment Management  
The Pennsylvania State University

Date: 8/20/08

*Miguel J. Escala*  
Dr. Miguel J. Escala  
Rector

Instituto Tecnológico de Santo Domingo

Date: July 30, 2008



## APPENDIX

Tables of core and major-specific courses to be taken at Instituto Tecnológico de Santo Domingo by students wishing to participate in the 2+2 Engineering Articulation Program with The Pennsylvania State University.

The Office of Admissions of PSU is responsible for the transfer of credits from INTEC to PSU and will provide an evaluation of the transferred courses and credits according to normally used procedures. The information about the relationship between INTEC and PSU courses is to be used as a guide for students and PSU advisors in determining completion of degree requirements.

A handwritten signature in black ink, appearing to be "M. J. E.", located in the bottom right corner of the page.