

«Name» Technical College
And
Madison Area Technical College
Milwaukee Area Technical College
Nicolet Area Technical College

Liberal Arts Collaborative Agreement

Overview

«Name» Technical College («Acronym») and Madison Area Technical College (MATC-Madison)/Milwaukee Area Technical College (MATC-Milwaukee)/Nicolet Area Technical College (Nicolet) offer an agreement for students who plan to transition to MATC-Madison/MATC-Milwaukee/Nicolet. Students will complete General Education courses in their first year at «Acronym» and then transition to MATC-Madison/MATC-Milwaukee/Nicolet to take courses with the goal of earning an Associate in Arts or Associate in Science degree in the Liberal Arts program. The Liberal Arts Collaborative Agreement is effective Fall 2009 and after.

Students will be admitted into the Liberal Arts program at MATC-Madison/MATC-Milwaukee/Nicolet and enroll as regular students according to the college's standard admission policies and procedures. Students may take the courses specified on Appendix A at «Acronym» prior to transitioning to MATC-Madison/MATC-Milwaukee/Nicolet. MATC-Madison/MATC-Milwaukee/Nicolet will accept those courses into its Liberal Arts program and will issue an Associate in Arts or Associate in Science degree to students who meet the requirements to earn those degrees.

Eligibility for Participation

The student will:

1. Complete a WTCS Admission Application form for MATC-Madison/MATC-Milwaukee/Nicolet indicating the intent to pursue a Liberal Arts degree.
2. Pay a one-time application fee to MATC-Madison/MATC-Milwaukee/Nicolet if the student has not paid at «Acronym».
3. Meet MATC-Madison/MATC-Milwaukee/Nicolet standard admission placement policies and procedures.
4. Complete and sign the *Liberal Arts Collaborative Agreement Admission Application Form* and bring to the «Acronym» academic advisor prior to the completion of 12 general education credits at «Acronym».
5. Meet with a Liberal Arts program advisor from MATC-Madison/MATC-Milwaukee/Nicolet in person or by telephone at least once per semester.
6. Select general education courses from Appendix A to complete while at «Acronym»
7. Maintain good academic standing by earning a minimum 2.0 grade point average (GPA) on a 4.0 scale in all general education courses from Appendix A while at «Acronym». A minimum GPA equivalent of 2.0 or better must be earned in a course at «Acronym» for it to apply at MATC-Madison/MATC-Milwaukee/Nicolet. **(See Important Notes)**
8. Contact the Liberal Arts program advisor at MATC-Madison/MATC-Milwaukee/Nicolet at least eight (8) weeks prior to the start of the semester the student plans to transition to MATC-Madison/MATC-Milwaukee/Nicolet. **(Earlier is Recommended)**

9. A maximum of 30 credits at the 100-level will be applied toward MATC-Madison/MATC-Milwaukee/Nicolet's Liberal Arts program under this agreement.

Important Notes

- Admission to many Colleges & Universities and majors is highly competitive. Admission and completion of this program **does not** guarantee admission to a four-year institution. A 2.0 GPA for course work in the Liberal Arts AA/AS degrees generally is not sufficient for acceptance into a university as a transfer student.
- In addition to the requirement to meet with an advisor from «Acronym» and MATC-Madison/MATC-Milwaukee/Nicolet, the student should consult with an advisor at the intended baccalaureate transfer institution to obtain information on requirements for the intended major and degree.
- Utilize the Transfer Information System (TIS) website regarding the transfer of courses to the intended UW-System transfer destination: www.uwsa.edu/tis. Course transfer varies per receiving institution.
- Any agreement between the colleges must meet Title IV federal financial aid requirements specified in *Financial Aid Responsibilities in all Collaborative Program Agreements*. This document is available at <http://systemattic.wtcsystem.edu/Studentserv/financial-aid/financial-aid.htm>www.wtcs.
- Financial Aid will not be processed for students until all details required in the consortium agreement have been met by both the host «Acronym» and home (MATC-Madison/MATC-Milwaukee/Nicolet) colleges.

Implementation Roles

«Name» Technical College Roles

1. Provide information to new students about the Liberal Arts Collaborative Agreement.
2. Work with students to complete the *Liberal Arts Collaborative Agreement Admission Application Form* as soon as possible, but no later than the student's completion of 12 general education credits at «Acronym». Send the original completed form to the MATC-Madison/MATC-Milwaukee/Nicolet Liberal Arts program advisor, provide a copy to the student, and keep a copy for «Acronym».
3. Provide advising to students each semester.
4. Offer developmental/remedial courses to students whose placement test scores do not meet the requirements of MATC-Madison/MATC-Milwaukee/Nicolet.
5. Work with MATC-Madison/MATC-Milwaukee/Nicolet staff to develop planning guides to ensure that all advisors working with Liberal Arts Collaborative Agreement students are providing consistent and up-to-date information.
6. Collaborate with MATC-Madison/MATC-Milwaukee/Nicolet on development and distribution of marketing and information materials.
7. Communicate any curriculum changes that impact the agreement.
8. Assign staff to oversee the Liberal Arts Collaborative Agreement.

MATC-Madison/MATC-Milwaukee/Nicolet Roles

1. Process admission applications and enroll students in the Liberal Arts Collaborative Agreement program pursuant to its admissions terms and the terms of this agreement.

2. Assist students with the process of transitioning from «Acronym» to MATC-Madison/MATC-Milwaukee/Nicolet.
3. Provide advising to students each semester.
4. Work with «Acronym» staff to develop planning guides to ensure that all advisors working with Liberal Arts Collaborative Agreement students are providing consistent and up-to-date information.
5. Grant Associate in Arts or Associate in Science degrees for students when appropriate.
6. Collaborate with «Acronym» on development and distribution of marketing and information materials.
7. Communicate any curriculum changes that impact the agreement.
8. Assign staff to oversee the Liberal Arts Collaborative Agreement program.
9. Host annual procedural review which includes advisor training.

Effective Agreement Date: May 1, 2009

- A summative evaluation will be conducted at a minimum of every five years.
- Both parties agree to provide advance written notification of their intent to cancel this agreement. Students who apply to MATC-Madison/MATC-Milwaukee/Nicolet prior to the cancellation date will be permitted to transfer credits under the agreement terms and complete their degree.

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LIBERAL ARTS COLLABORATIVE AGREEMENT

20-800-3

Financial Aid Guidelines

Eligibility for participation

Students will:

- Apply for financial aid at www.fafsa.ed.gov and release information to both schools. Notify both College Financial Aid Offices of their intention to participate in the Liberal Arts Collaborative Agreement.
- Be responsible for paying any charges incurred at both colleges in accordance with college billing procedures.

Important Notes

- Any agreement between the colleges must meet Title IV federal financial aid requirements specified in *Financial Aid Responsibilities in All Collaborative Program Agreements*. This document is available at <http://systemattic.wtcsystem.edu/Studentserv/financial-aid/financial-aid.htm>.
- Financial Aid will not be processed for students until all details required in the consortium agreement have been met by both the host «Acronym» and home (MATC-Madison/MATC-Milwaukee/Nicolet) colleges.

Implementation Roles

«Name» Technical College Roles

- Complete a Financial Aid Consortium agreement to process the financial aid on behalf of the Home College while students are attending that location according to Title IV federal financial aid requirements specified in *Financial Aid Responsibilities in All Collaborative Program Agreements*.

MATC-Madison/MATC-Milwaukee/Nicolet Roles

- Initiate Financial Consortium agreement and coordinate financial aid details according to Title IV federal financial aid requirements specified in *Financial Aid Responsibilities in All Collaborative Program Agreements*.

Effective Agreement Date: May 1, 2009

«Name» Technical College
and
Madison Area Technical College
Milwaukee Area Technical College
Nicolet Area Technical College

Liberal Arts Collaborative Agreement – 20-800-3

Student Information

Eligibility for Participation

As a participant in the Liberal Arts Collaborative Agreement, you will:

1. Enroll as a student by completing the WTCS Admission Application form for MATC-Madison/MATC-Milwaukee/Nicolet indicating the intent to pursue a Liberal Arts degree.
2. Pay a one-time application fee to MATC-Madison/MATC-Milwaukee/Nicolet if not paid at «Name» Technical College («Acronym»).
3. Apply for financial aid at www.fafsa.ed.gov and release information to both schools. Notify both College Financial Aid Offices of your intent to participate in the Liberal Arts Collaborative Agreement.
4. Be responsible for paying any charges incurred at both colleges in accordance with college billing procedures.
5. Sign the *Liberal Arts Collaborative Agreement Admission Application Form* and bring to your «Acronym» advisor prior to the completion of 12 general education credits at «Acronym».
6. Meet with a Liberal Arts program advisor from MATC-Madison/MATC-Milwaukee/Nicolet in person or by telephone at least once per semester.
7. Select general education courses from Appendix A to complete while at «Acronym».
8. Maintain good academic standing by earning a minimum 2.0 grade point average (GPA) on a 4.0 scale in all general education courses from Appendix A while at «Acronym». A minimum GPA equivalent of 2.0 or better must be earned in a course at «Acronym» for it to apply at MATC-Madison/MATC-Milwaukee/Nicolet. **(See Important Notes)**
9. Contact the Liberal Arts program advisor at MATC-Madison/MATC-Milwaukee/Nicolet at least eight (8) weeks prior to the start of the semester you plan to transition to MATC-Madison/MATC-Milwaukee/Nicolet. **(Earlier is Recommended)**
10. A maximum of 30 credits at the 100-level will be applied toward MATC-Madison/MATC-Milwaukee/Nicolet's Liberal Arts program under this agreement.

Important Notes

- Admission to many Colleges & Universities and majors is highly competitive. Admission and completion of this program **does not** guarantee admission to a four-year institution. A 2.0 GPA for course work in the Liberal Arts AA/AS degrees generally is not sufficient for acceptance into a university as a transfer student.

- In addition to the requirement to meet with an advisor from «Acronym» and MATC-Madison/MATC-Milwaukee/Nicolet, you should consult with an advisor at your intended baccalaureate transfer institution to obtain information on requirements for the intended major and degree.
- Utilize the Transfer Information System (TIS) website regarding the transfer of courses to the intended UW-System transfer destination: tis.uwsa.edu. Course transfer varies per receiving institution.

«Name» («Acronym»)
and
MATC-Madison/MATC-Milwaukee/Nicolet
Liberal Arts Collaborative Agreement
Admission Application Form

Name: _____
last *first* *middle*

Birth Date: _____ Social Security Number (optional): _____
month / day / year

Permanent Home Address: _____

Mailing Address (if different): _____

Email Address: _____

Phone #1: _____ Phone #2: _____

	Anticipated Transition Term at MATC- Madison / MATC- Milwaukee / Nicolet:		Program AA / AS
Starting Term at «Acronym»:	_____	_____	_____

Intended 4 Yr. Transfer College/University: _____

Intended Major: _____

I acknowledge that all information contained herein is accurate to the best of my knowledge.

Student Signature: _____ Date: _____

Academic Advisor _____

Name (printed): _____ Phone: _____

Advisor Signature: _____ Date: _____

Submit this form to: «Acronym» Academic Advisor
CC: MATC-Madison/MATC-Milwaukee/Nicolet Advisor

Liberal Arts Collaborative Agreement Information Session

NAME OF INSTITUTION	CONTACT PERSON	TITLE	TELEPHONE #	E-MAIL
Blackhawk Technical College	Cindy Fuerstenberg-Peters	Counselor	608-757-7707	cfuerstenberg@blackhawk.edu
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	Melanie Baak	Dean, General Education	608-757-6320	mbaak@blackhawk.edu
Chippewa Valley Technical College	Mary Gorud	Financial Aid Officer	715-833-6250	mgorud@cvtc.edu
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Fox Valley Technical College	Carol May	Interim Dean-General Studies	920-735-2542	mayc@fvtc.edu
Gateway Technical College	Terry Simmons	Vice-President Student Success	262-564-3108	simmonst@gtc.edu
	Chrystal Moez	Registrar & Director Enrollment	262-619-6830	moezc@gtc.edu
	Janice Ruitta	Director of Student Financial Aid and Enrollment	262-564-3072	ruittaj@gtc.edu
Lakeshore Technical College	Lynn Retzak	Dean, General Education & Basic Skills	920-693-1282	lynn.retzak@gotoltc.edu
	Scott Lieburn	Dean of Students	920-693-1378	scott.lieburn@gotoltc.edu
	Corey Givens-Novak		920-693-1118	corey.givens-novak@gotoltc.edu
Madison Area Technical College	Claudia Griesbach	Academic Advisor	608-246-6271	cgriesbach@matcmadison.edu
	Maria Forbes	Financial Aid Officer Associate Manager	608-246-6607	mforbes@matcmadison.edu

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	James Barrett	Director of Enrollment Management	175-422-5446	james.barrett@mstc.edu
Milwaukee Area Technical College	Camille Nicolai	Financial Aid Officer	414-297-8875	nicolaic@matc.edu
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Moraine Park Technical College	Katy Yindra	Academic Advisor	262-306-5325	kyindra@morainepark.edu
	Tanya Wasmer	Financial Aid Project Manager/Student Administration System	920-924-3197	twasmer@morainepark.edu
	Bobbi Laine	Dean, General and International Education	920-924-3163	blaine@morainepark.edu
Nicolet College	Bill Peshel	Director, Financial Aid	715-365-4461	bpeshel@nicoletcollege.edu
	Missy Wagner	Academic Advisor	715-365-4527	mwegner@nicoletcollege.edu
	Dianne Lazear	Dean of Instruction Liberal Arts	715-365-4535	dlazear@nicoletcollege.edu
Northcentral Technical College	Xang Lee	Academic Advisor		leex@ntc.edu
	Sue Berens	Financial Aid Officer		berens@ntc.edu
	Rachelle Phakitthong	Dean of General Studies	715-803-1872	phakitth@ntc.edu
Northeast Wisconsin Technical College	Justin Willis	Academic Advisor	920-498-6311	justin.willis.nwtc.edu
	Mark Franks	Dean of Enrollment Services	920-498-6269	mark.franks@nwtc.edu
	Myke Schnit	Associate Dean of General Studies	920-498-7106	michaeline.schmit@nwtc.edu
Southwest Wisconsin Technical College	Joy Kite	Financial Aid Manager	608-822-2319	jkite@swtc.edu
	Joan H. Senn, Ph.D.	Vice-President of Learning	608-822-2421	jsenn@swtc.edu
	Connie Larson	Program Counselor	608-822-2356	clarson@swtc.com

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Waukesha County Technical College	Kathleen Kazda	Manager of Admissions & Assessment	262-691-5464	kkazda@wctc.edu
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Western Technical College	Linda C. Schwandt, EdD	Dean, General Studies and Educational Services		SchwandtL@westerntc.edu
	Jerolyn Grandall	Financial Aid	608-785-9576	grandall@westerntc.edu
	Maria Strong	Program Counselor	608-785-9834	strongm@westerntc.edu
Wisconsin Indianhead Technical College	Cindy King	Academic Advisor Director of Curriculum	715-468-2815 ext 2231	cindy.king@witc.edu
	Terry Klein	Director of Financial Aid	715-468-2815 ext 2243	terry.klein@witc.edu
	Ted May	Academic Dean, General Studies	715-682-4591 ext 3252	ted.may@witc.edu

WCTS Financial Aid Consortium Agreement for MATC-Mil, MATC-Madison, and Nicolet Area Technical College Template and FA process

Signature: Sue Ullrick
Date: 6/22/2009
Sue Ullrick
Financial Aid Coordinator
Blackhawk Technical College

Signature: Mary Jo Green
Date: 6/16/09
Mary Jo Green
Financial Aid Supervisor
Mid-State Technical College

Signature: Joy Kite
Date: 6/10/2009
Joy Kite
Student Financial Assist. Mgr.
Southwest Ws. Technical College

Signature: Mary E. Gouud
Date: 9/11/2009
Mary Gouud
Financial Aid Manager
Chippewa Valley Technical College

Signature: Camille Nicolai
Date: 6/19/2009
Camille Nicolai
Interim Financial Aid Director
Milwaukee Area Technical College

Signature: Tim Jacobsen
Date: _____
Tim Jacobsen
Financial Aid Manager
Waukesha County Technical College

Signature: Mary Moede
Date: 9/9/2009
Mary Moede
Financial Aid Director
Fox Valley Technical College

Signature: Judy Bourbonais
Date: 9/18/09
Judy Bourbonais
Financial Aid/Veterans Specialist
Moraine Park Technical College

Signature: Jerolyn Grandall
Date: 9/18/09
Jerolyn Grandall
Financial Aid Manager
Western Technical College

Signature: Janice Riutta
Date: 9/9/2009
Janice Riutta
Financial Aid Director
Gateway Technical College

Signature: William Peshel
Date: 9/18/09
William Peshel
Director of Financial Aid/Student Counseling
Nicolet Area Technical College

Signature: Terry Klein
Date: 6/10/2009
Terry Klein
Director, Financial Aid
Ws. Indianhead Technical College

Signature: Corey Givens-Novak
Date: 6/10/2009
Corey Givens-Novak
Financial Aid Manager
Lakeshore Technical College

Signature: Susan Berens
Date: 9/14/2009
Susan Berens
Director of Financial Aid
Northcentral Technical College

Signature: Jennifer Hoeg
Date: 6/11/2009
Jennifer Hoeg
Director of Financial Aid
Madison Area Technical College

Signature: Emily Ysebaert
Date: 6/22/2009
Emily Ysebaert
Director of Financial Aid
Northeast Ws. Technical College

