AGREEMENT FOR TRANSFER OF CREDIT
Between
Delta Montrose Technical College
And
Mesa State College

This agreement provides for Mesa State College acceptance of Business Department course credit earned at Delta Montrose Technical College (DMTC) under the conditions set forth and agreed to by both parties herein.

The parties agree to as follows:

1. Students applying for transfer credit under this agreement shall:
   a. Be enrolled at Mesa State College at the time of application for credit.
   b. Request a copy of an official academic transcript listing completed courses and grades be sent to Mesa State College by DMTC.
   c. Earn a grade of "C" or better for each course submitted for credit.
   d. Request credit by transfer within five (5) years of completing the courses at DMTC.

2. The respective faculties shall:
   a. Review/revise this transfer agreement annually.
   b. Submit, in writing, proposed revisions to this agreement for review and approval at least sixty (60) days prior to the effective date of implementation.

3. It is understood that course credits accepted under this agreement are primarily intended to satisfy Associate of Applied Science degree requirements for the Administrative Office Technology/Administrative Professional Program.

4. It is understood that students seeking the A.A.S. degree named above would enroll in the Business program at DMTC. Students must complete the required general education and remaining administrative office technology courses through Mesa State College. Students must meet Mesa State College academic residency requirement of a minimum of sixteen (16) semester credit hours and no fewer than two semesters of study at Mesa State College to qualify for a degree.

5. It is understood that DMTC courses will transfer to Mesa State College in the manner agreed to in the transfer equivalency chart attached (Appendix A). Students who are not in the Administrative Office Technology Program/Administrative Professional at Mesa State College are not covered under this agreement and will need to petition for acceptance of individual courses.

6. Each party may terminate this agreement by written notice delivered to the other party at least thirty (30) days prior to the commencement of classes for the next ensuing semester.

7. This agreement is effective for the Fall 2009 semester and will remain in effect for five (5) years or until terminated as in stipulation 6 or until any substantive change is made within the relevant programs of either institution.

8. This agreement inures solely to the benefit of the parties and may not be enforced by others including others claiming to be third-party beneficiaries of this agreement.

9. If any clause or provision of this agreement be determined to be illegal, invalid or unenforceable under present or future laws, then it is the intention of the parties that the other terms and provisions of this agreement shall not be affected thereby.

Carol Futhey 12/15/09
Dr. Carol Futhey Date
Vice President of Academic Affairs
Mesa State College

Caryn Gibson 11/30/09
Caryn Gibson Date
Director
Delta Montrose Technical College

Lynne Woellhof 11/4/09
Lynn Woellhof Date
Acting Vice President of Community College Affairs
School of Applied Technology
Mesa State College/WCCC

Connie S. Galvin 12/1/09
Connie S. Galvin Date
Instructor, Business Program
Delta Montrose Technical College

Alane Wooster 11/10/09
Alane Wooster Date
Instructor, Administrative Office Technology
School of Applied Technology
Mesa State College/WCCC

APPENDIX A

Mesa State College
Administrative Office Technology Program/Administrative Professional
Delta-Montrose Technical College
Business Program

TRANSFER EQUIVALENCY CHART

DMTC Course	WCCC Administrative Office Technology Equivalent	Credits
CIS 135 Complete PC WP	OFAD 153 Word Processing I	3
CIS 155 PC Spreadsheet	OFAD 208 Spreadsheets	3
CIS 140 MS Outlook CIS 162 Adv. Presentation CIS 167 Desktop Publishing	OFAD 267 Pres. Pub. & Desk Top Mgt.	3
ACC 121 Acc Principles I	OFAD 101 Office Bookkeeping	3
ACC 125 Comp Acc (Quickbooks)	OFAD 206 Computerized Bookkeeping	3
CIS 146 Data App. Dev. (Access)	OFAD 269 Complete PC Database	3
Total Credits		18