| **Dual Degree** | Definition:  
A Dual Degree program involves two academic units, either on the same campus or on different campuses, including non-UNC campuses, in a formal agreement to offer two degrees as part of a program of study that will result in a student being awarded both degrees. While such programs offer the advantage that some course work may count for each degree, the requirements for each of the two degrees in a Dual Degree program must be substantially equivalent to the requirements for a student taking only one of the degrees. | It is a dual degree if:  
1. Involves an agreement between two institutions, each offering a corresponding degree  
2. Students are admitted to both institutions and to both degree programs  
3. Students complete requirements for an existing degree at NCSU.  
4. Each institution awards its own degree so that students are eligible to receive two degrees  
5. For graduate programs, 50% of the credits must be taken at NCSU; for undergraduate programs, 25% of credits must be taken at NCSU.  
6. Credit is transferred to NCSU from the partner institution and counts toward NCSU's degree requirements. | Required Documentation:  
1. Dual Degree Memorandum of Agreement form  
2. Appendix J (UNC-GA)  

**Note:**  
If the degree is not an existing degree, the new degree will follow the NCSU new degree process. No agreement may be initiated until the degree is approved.  

**SACS notification:** 6 months in advance of implementation. |
| **Joint Degree** | Definition:  
Degree program whereby a student is awarded a joint degree by two or more UNC constituent institutions or by a UNC constituent institution and non-UNC educational institution. Upon completion, the student will receive a diploma that reflects both the institutions as granting institutions. | It is a joint degree if:  
1. Agreement is between two accredited institutions  
2. The degree to be offered constitutes a new degree, requiring UNC-GA approval.  
3. Each institution contributes faculty and courses  
4. Each institution accepts the other’s courses and faculty as their own (via mechanism such as joint appointments, adopted courses, and common course listings)  
5. All credits appear on the transcript of the student’s native institution as belonging to that institution.  
6. The diploma reflects the names of both institutions as granting it. | Required Documentation:  
This arrangement is considered a new degree and must follow the NCSU new degree process.  

**Required UNC-GA forms:**  
1. Appendix A  
2. Appendix C  
3. Appendix J |
Site-Based Instruction

Definition:
A site is a location whereby a student, either through site-based/classroom group instruction (where instructor is present) or through distance education technologies can earn 25 percent or more of credits towards a degree program and this instruction is offered away from the main campus.

It is a site if:
1. Courses for an existing NC State degree (major, program, or certificate) are delivered in a location that is off-site from the Raleigh campus.
2. Method of instruction may be face-to-face, asynchronous/on-line, or both, but regardless of delivery method, there is a single location where students gather and the course is delivered “live.”

Required Documentation:

Existing Site:
If a previously reported site and expanding program offerings at the site, no documentation required unless offering 50% or more of a program’s course requirements at the site. This will require approval of the program as a Distance Education program.

New Site:
- If initiating a new site whereby 25-49% of program requirements will be offered, a letter of notification to SACS is required. Documentation of this arrangement must be submitted to the SCRT and the OUCC (UG) or Graduate School must be notified.
- If initiating a new site whereby 50% or more of program requirements will be offered, UNC-GA approval of program as DE is required. SACS approval of site is required.
| **Articulation Agreements (Transfer of credit)** | **Definition:**
An officially approved agreement between an NCSU college or department and either a 2 year or 4 year institution that establishes course transfer equivalencies outside of the Comprehensive Articulation Agreement. Articulation Agreements may also specify a course taking plan, that when followed by the student will result in a seamless transfer of credits for the student to their program of study at NC State or another institution.

**Example:** Two years of coursework at X College and two years at the NC State (2+2), or three years at NC State and one year at University X (3+1).

**It is an transfer of credit articulation agreement if:**
An agreement for the transfer of credit/course equivalencies.
An agreement to facilitate student transfer to an NCSU academic program (degree, certificate).

**Documentation:**
A memorandum of agreement specifying the arrangement and signed by the NCSU department head and college dean and signed by the appropriate level person(s) at the partner institution must be submitted to the OUCC for UG level and Graduate School for GR level for review and routing for university approval.

| **Articulation Agreements (Other)** | **Definition:**
Academic collaborations other than course transfer articulations. Ex: Research exchange agreements.

**Notify the Graduate School or the Office of UG Courses and Curricula to determine documentation needed and applicable approval.**

| **Degree Consortium** | **A Degree Consortium is a formal agreement between two or more UNC or non-UNC institutions to share courses in the same discipline that will count as degree credit for a degree offered separately by one or more of the participating institutions. Constituent institutions considering such arrangements are to consult with GA before establishing them. Each separate degree would be reviewed through the normal process.

_This is where the separate degrees rely on the other institution’s offering of the certain courses since they don’t offer the courses themselves. So if a cooperating university stops offering the course(s), it can impact the ability of the other university to offer the degree. They “share” courses._**

**It is a degree consortium if:**
The degree program relies on the consortium of courses provided by the participating institution(s).

**Contact the Office of Undergraduate Programs for baccalaureate level program and the Graduate School for graduate level programs for consultation regarding the procedure for developing consortium.**

Appendix J (UNC-GA) to be approved prior to signing any agreement.

<table>
<thead>
<tr>
<th><strong>Description</strong></th>
<th><strong>Notes</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Articulation Agreements (Transfer of credit)</td>
<td>Definition: An officially approved agreement between an NCSU college or department and either a 2 year or 4 year institution that establishes course transfer equivalencies outside of the Comprehensive Articulation Agreement. Articulation Agreements may also specify a course taking plan, that when followed by the student will result in a seamless transfer of credits for the student to their program of study at NC State or another institution. <strong>Example:</strong> Two years of coursework at X College and two years at the NC State (2+2), or three years at NC State and one year at University X (3+1). <strong>It is an transfer of credit articulation agreement if:</strong> An agreement for the transfer of credit/course equivalencies. An agreement to facilitate student transfer to an NCSU academic program (degree, certificate). <strong>Documentation:</strong> A memorandum of agreement specifying the arrangement and signed by the NCSU department head and college dean and signed by the appropriate level person(s) at the partner institution must be submitted to the OUCC for UG level and Graduate School for GR level for review and routing for university approval.</td>
</tr>
<tr>
<td>Articulation Agreements (Other)</td>
<td>Definition: Academic collaborations other than course transfer articulations. Ex: Research exchange agreements. <strong>Notify the Graduate School or the Office of UG Courses and Curricula to determine documentation needed and applicable approval.</strong></td>
</tr>
<tr>
<td>Degree Consortium</td>
<td>A Degree Consortium is a formal agreement between two or more UNC or non-UNC institutions to share courses in the same discipline that will count as degree credit for a degree offered separately by one or more of the participating institutions. Constituent institutions considering such arrangements are to consult with GA before establishing them. Each separate degree would be reviewed through the normal process. <strong>This is where the separate degrees rely on the other institution’s offering of the certain courses since they don’t offer the courses themselves. So if a cooperating university stops offering the course(s), it can impact the ability of the other university to offer the degree. They “share” courses.</strong> <strong>It is a degree consortium if:</strong> The degree program relies on the consortium of courses provided by the participating institution(s). <strong>Contact the Office of Undergraduate Programs for baccalaureate level program and the Graduate School for graduate level programs for consultation regarding the procedure for developing consortium.</strong> Appendix J (UNC-GA) to be approved prior to signing any agreement.</td>
</tr>
</tbody>
</table>
# NC State University Guidelines for Establishing Collaborative Academic Arrangements

## Inter-Institutional (collaborative/cooperative) Agreements

**Consortium, other than degree consortium.**

Formal arrangement which provides for cooperative instructional activities and operation or use of facilities and academic resources between and among public and nonpublic institutions of higher education, including community colleges, public school systems, and any cooperative association of such educational institutions formed as a corporation or consortium.

General Administration will review and approve the terms and conditions of participation in any inter-institutional or interagency organization. Any commitments, including facilities and resources, by the University or a constituent institution to any inter-institutional arrangement, association or corporation shall be made in compliance with all provisions of law and regulations governing the University and the constituent institution and shall not exceed funds appropriated or otherwise lawfully available to the University or to the constituent institution thereof in the fiscal year in which the commitments are made.

Contact the Office of Undergraduate Courses and Curricula for undergraduate level and the Graduate School for graduate level for consultation regarding the documentation and procedure for participating in/developing a consortium.

Appendix J (UNC-GA) must be completed to be approved prior to signing any agreement.

## Bi-Lateral Agreements

**Bi-Lateral Agreements**

Bi-Lateral Agreements are between colleges in the NC Community College System (NCCCS) and a UNC constituent institution:

Under bilateral agreements, individual universities and one or more community colleges may join in a collaborative effort to facilitate the transfer of students from AAS degree programs to baccalaureate degree programs. These agreements are reported to GA electronically.

It is a bi-lateral agreement if:

1. Agreement is with an NC Community College
2. A department at each institution agrees on specific courses and transfer equivalencies designed to facilitate student matriculation into specific academic programs here at NC State

(Often called 2+2 or 2+3 programs (2 years at CC and then 2/3 years at NC State)

A memorandum of agreement specifying the arrangement and signed by the NCSU department head and college dean and signed by the appropriate level person(s) at the community college must be submitted to the OUCC for review, routing for university approval as needed, and submission to UNC-GA.

## International Agreements

**International Agreements**

A collaborative academic agreement involving a foreign institution.

A memorandum of agreement specifying the arrangement must be prepared and submitted for review to the Office of International Affairs and either the OUCC (UG level) or Graduate School (GR level).
## Contact Information:

- **OUCC** = Office of Undergraduate Courses and Curriculum in DASA – Catherine Freeman and Barbara Kirby
- Graduate School - George Hodge
- Office of International Affairs – David Dixon
- SACS Liaison – Karen Helm