

Transfer Contract
For Students Transferring from
Madison Area Technical College Liberal Arts Transfer Program
To
University of Wisconsin-Madison
(Pilot Agreement)

Madison-Area Technical College (MATC) offers the two-year Liberal Arts Transfer Program. UW-Madison is the nearest public university offering baccalaureate degree programs. Both institutions recognize the mutual benefit of encouraging students who enroll as freshmen at MATC in the Liberal Arts Transfer Program and who plan to transfer to UW-Madison to complete baccalaureate degrees. Research shows that a student who establishes degree completion goals early with a clear plan is more likely to complete a bachelor's degree. By participating in this agreement, both MATC and UW-Madison enhance support for this outcome.

The Transfer Contract is for students who begin as freshmen in the Liberal Arts Transfer Program at MATC, who meet requirements for admission to UW-Madison, and who meet specified levels of academic achievement at MATC (detailed below). Qualified Liberal Arts Transfer Program students will be guaranteed admission to UW-Madison when they apply as transfer students after fulfilling the specified requirements.

MATC Liberal Arts Transfer Program students who do not participate in the Transfer Contract are eligible and welcome to apply to UW-Madison through the regular transfer admission process.

Eligibility for Participation

1. Enroll as a first-year college student in the Liberal Arts Transfer Program at MATC.
2. Submit an "Intent to Participate" form prior to completing 30 credits in the Liberal Arts Transfer Program. The "Intent to Participate" form is available to students through the Liberal Arts Transfer Program advising office. (MATC sends a copy to UW-Madison Office of Undergraduate Admissions.)
3. Meet with a Liberal Arts Transfer Program advisor at least once per semester while enrolled at MATC.
4. Complete 54 credits in the MATC Liberal Arts Transfer Program (course numbers 200-299). Students may choose to complete an associate's degree at MATC. However, students may find that additional credits will not necessarily advance their baccalaureate degree-completion goals. Students are encouraged to apply appropriate credits earned at UW-Madison after transfer to the completion of the associate's degree at MATC.
5. Earn a 2.6 GPA in the MATC Liberal Arts Transfer Program, based on the UW-Madison computation, which includes all grades received in repeated courses. Students who receive a 3.0 GPA will be guaranteed admission. Students who receive a 2.6–2.99 GPA will receive special consideration. (Higher than minimum levels of academic achievement are required to be admitted to many academic programs. Recent transfer students to UW-Madison have an average GPA of 3.4 on a 4.0 scale.)
6. Meet the minimum requirements for admission to UW-Madison:
 - a. Algebra (one year high school)
 - b. Plane geometry (one year high school level, college-track)

- c. College preparatory math (one year high school or one college-level course)
 - d. Single foreign language (two high school years or two college semesters). Many UW-Madison programs require three or four units of a foreign language for degree completion and Transfer Contract students are strongly encouraged to have three units of foreign language prior to transferring to UW-Madison.
7. Take Liberal Arts Transfer Program courses (numbers 200-299) that transfer to meet the following list of UW-Madison curricular requirements. (NOTE: Courses taken outside the Liberal Arts Transfer Program will not necessarily be considered.) These courses are required for almost all of UW-Madison's bachelor's degree programs and the completion of these curricular elements helps to assure a solid foundation of academic preparation for achievement at UW-Madison. The terms in this list have specific meanings at UW-Madison and lists of courses that meet these requirements will be provided to the Liberal Arts Transfer Program and are available through the UW Transfer Information System.
 - a. Communication Part A, Literacy Proficiency. (3 credits)
 - b. Quantitative Reasoning Part A. (3 credits)
 - c. Quantitative Reasoning Part B. (3 credits)
 - d. Literature – at least one course (3 credits)
 - e. Humanities – at least one course (3 credits)
 - f. Social Studies – at least one course (3 credits)
 - g. Physical Science – at least one course (3 credits)
 - h. Biological Science – at least one course (3 credits)
 - i. Ethnic Studies – at least one course (3 credits)
 8. Complete the Transfer Contract requirements within five academic years from the time of matriculation in the Liberal Arts Transfer Program at MATC.
 9. Complete the application for transfer admission to UW-Madison according to the regular admissions schedule for the planned term of entry to UW-Madison. Students note in their personal statement that they are applying under the Transfer Contract. Students should include with the application a copy of their completed Intent to Participate form.

Additional Requirements and Considerations

1. Students who plan to transfer under the Transfer Contract must complete an application for transfer. Students should note in their personal statement that they are applying under the Transfer Contract.
2. To assure success at UW-Madison, non-native speakers of English are required to take the UW-Madison English as a Second Language Assessment Test (ESLAT) and, if appropriate, the recommended ESL course(s) at UW-Madison. The student must be exempted from ESL study at UW-Madison before receiving transfer credit for the Communication Part A requirement. The TOEFL is not required.
3. MATC Liberal Arts Transfer Program advisors, in collaboration with UW-Madison staff and faculty, will develop transfer planning guides. MATC will provide this information to students through various means including links on the Liberal Arts Transfer Program web site.
4. Admission to UW-Madison does not guarantee admission to any specific academic major or program. Some academic majors have additional requirements for admission. MATC transfer students gain entry to individual majors and programs through the same path as all other UW-Madison undergraduates: admission to some programs is by declaration and admission to other programs is by a competitive application process. For some programs, students may be advised to seek early transfer.

Implementation Issues

MATC Liberal Arts Transfer Program Roles

1. With UW-Madison, develop promotional/educational materials.
2. Provide information to new freshmen about the Transfer Contract.
3. Work with students to complete the "Intent to Participate" form before they complete 30 credits. Send a copy of the Intent to Participate form to UW-Madison, provide a copy to the student, and keep a copy for their records.
4. Provide advising to Transfer Contract students every semester.
5. Work with UW-Madison staff and faculty to develop transfer planning guides and to ensure that all advisors working with Transfer Contract students are providing consistent and up-to-date information. Provide transfer planning guides to students, including through the Liberal Arts Transfer Program web sites.

UW-Madison Roles

1. With MATC Liberal Arts Transfer Program, develop promotional/educational materials.
2. Upon receipt of the "Intent to Participate" form, establish a UW-Madison "prospect" record for the student. Send an acknowledgement letter and a checklist of requirements to the Transfer Contract student.
3. Provide advising to Transfer Contract students.
4. Work with MATC Liberal Arts Transfer Program to develop advising materials and to ensure that students get accurate information. Work with MATC Liberal Arts Transfer Program staff and faculty to develop transfer planning guides and to ensure that all advisors working with Transfer Contract students are providing consistent and up-to-date information.

This agreement will be implemented for a five year pilot period and apply to students entering MATC's Liberal Arts Transfer Program from Fall 2006 to Spring 2011. The pilot will be reviewed in the fifth year.

Signatures

_____	_____	_____	_____
<i>Name</i>	<i>date</i>	<i>Name</i>	<i>date</i>
Debra Derr Vice President of Learner Success Madison Area Technical College		Patrick Farrell Provost University of Wisconsin-Madison	

_____	_____	_____	_____
<i>Name</i>	<i>date</i>	<i>Name</i>	<i>date</i>
Bettsey L. Barhorst President Madison Area Technical College		John D. Wiley Chancellor University of Wisconsin-Madison	

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Intent To Participate Form

The Transfer Contract is for students who begin as freshmen in the Liberal Arts Transfer Program at MATC, who meet requirements for admission to UW-Madison, and who meet specified levels of academic achievement at MATC (detailed below). Qualified MATC students will be guaranteed admission to UW-Madison as a transfer student after fulfilling the specified requirements.

You are eligible for admission under the Transfer Contract if you:

1. Enroll as a first-year college student in the Liberal Arts Transfer Program at MATC.
2. Submit this "Intent to Participate" form prior to completing 30 credits in the Liberal Arts Transfer Program at MATC. (MATC sends a copy to UW-Madison Office of Undergraduate Admissions. UW-Madison will send a follow-up letter to the student. Students – you should keep a copy of the "Intent to Participate Form" for your records.)
3. Meet with a Liberal Arts Transfer Program advisor at least once per semester while enrolled at MATC.
4. Complete 54 credits in the MATC Liberal Arts Transfer Program (course numbers 200-299). Students may choose to complete an associate's degree at MATC. Students may find that additional credits will not necessarily advance their baccalaureate degree-completion goals. Students are encouraged to apply appropriate credits earned at UW-Madison after transfer to the completion of the associate's degree at MATC.
5. Earn a 3.0 GPA in the MATC Liberal Arts Transfer Program, as determined by the UW-Madison computation. UW-Madison computes the GPA for transfer in accordance with UW-Madison's grading practices (all grades for repeated courses are included in the computation). Transfer Contract students must meet the same criteria for admission to specific majors and programs as continuing UW-Madison students: some majors required and higher levels of academic achievement that those required for admission to the university. (See "Important Notes" section below.)

NOTE: earning a 2.6–2.99 will guarantee special consideration for admission. You may be admitted if your grades are steadily improving and consistent across all academic areas, and your last 24 credits are at least a B average.

6. Meet the minimum requirements for admission to UW-Madison:
 - a. Algebra (one year high school)
 - b. Plane geometry (one year high school level, college-track)
 - c. College preparatory math (one year high school or one college-level course)
 - d. Single foreign language (two high school years or two college semesters). Many UW-Madison programs require three or four units of a foreign language for degree completion and Transfer

Contract students are strongly encouraged to have three units of foreign language prior to transferring.

7. Take MATC Liberal Arts Transfer Program courses (course numbers 200-299) that transfer to meet the following list of UW-Madison curricular requirements. (NOTE: Courses transferred to MATC or course exemptions at MATC will not satisfy these course requirements.) These courses are required for almost all of UW-Madison's bachelor's degree programs and the completion of these curricular elements helps to assure a solid foundation of academic preparation for achievement at UW-Madison. The terms in this list have specific meanings at UW-Madison. Lists of courses that meet these requirements are available from the Liberal Arts Transfer Program advisors and are available through the UW Transfer Information System.
 - a. Communication Part A, Literacy Proficiency. (3 credits)
 - b. Quantitative Reasoning Part A. (3 credits)
 - c. Quantitative Reasoning Part B. (3 credits)
 - d. Literature – at least one course (3 credits)
 - e. Humanities – at least one course (3 credits)
 - f. Social Studies – at least one course (3 credits)
 - g. Physical Science – at least one course (3 credits)
 - h. Biological Science – at least one course (3 credits)
 - i. Ethnic Studies – at least one course (3 credits)
8. Complete the Transfer Contract requirements within five academic years from the time of matriculation at MATC.
9. Complete and submit the regular application for transfer admission to UW-Madison according to the schedule specified for the planned term of entry to UW-Madison. Note in your personal statement that you are applying under the Transfer Contract and include a copy of the completed Intent to Participate Form with the application.
10. If you are a non-native speaker of English, you will be required to take the UW-Madison English as a Second Language Assessment Test (ESLAT) and, if appropriate, the recommended ESL course(s) at UW-Madison. You must be exempted from ESL study at UW-Madison before receiving transfer credit for Communication Part A. The TOEFL is not required.

Important Notes

- In addition to the requirement to meet with an MATC advisor, you should consult with a UW-Madison advisor to get information on requirements for your intended degree and major **at** UW-Madison and to prepare for a successful transfer experience.
- Admission to UW-Madison does not guarantee admission to any specific academic major or program. MATC transfer students gain entry to individual majors and programs through the same path as all other UW-Madison undergraduates: admission to some programs is by declaration and admission to other programs is by a competitive application process. For some programs, students may be advised to seek early transfer. Students admitted with minimum qualifications under this agreement may find that there are some programs and majors for which they are not competitive for admission.

Name: _____
last *first* *middle*

Birth date: _____ SSN (optional): _____
month / day / year

Permanent Mailing Address: _____

Madison Address (if different): _____

E-mail: _____

Phone #1: _____ Phone #2: _____

Matriculation Term at MATC: _____ Anticipated Transfer Term: _____

Intended UW-Madison Major/Program: _____

By signing and submitting this form, you agree that you have read and understood the conditions of the Transfer Contract.

Student Signature: _____ Date: _____

MATC Student Services Advisor:

Name (printed): _____ Phone: _____

Advisor Signature: _____ Date: _____

Copy Distribution:

1. ***REQUIRED*** Send one copy to Office of Admissions, UW-Madison, 716 Langdon Street, Madison, WI 53706 (fax 608/262-7706).
2. Recommended: MATC Student Services Office keeps a copy.
3. Recommended: Student keeps a copy.