

**MEMORANDUM OF UNDERSTANDING**  
For  
**Articulated Major Agreements**  
between  
**Drury University and Ozarks Technical Community College**

**Purpose**

This Agreement has as its sole purpose the establishment of an articulation agreement for individuals who have completed an Associate of Science in Electrical Engineering at Ozarks Technical Community College (Ozarks Tech), and who desire to complete a Bachelor of Science in Electrical Engineering through Drury University.

Drury and Ozarks Tech are regionally accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools and recognize credits earned from other regionally accredited colleges and universities.

**Provisions for Transfer of Credit**

1. Ozarks Tech students must meet Drury admission standards.
2. Ozarks Tech technical credit will, in most instances, be transferred to Drury as elective credit.
3. Although all credits required for the Associate of Science in Electrical Engineering will be accepted in transfer, additional general education credits may be needed to fulfill Drury program requirements.
4. Developmental courses (below 100 level courses) are not transferable toward a baccalaureate degree.

**Program Guidelines**

1. Both institutions shall maintain their respective individual accreditation with the Higher Learning Commission and any other accreditation currently in existence pertaining to this Agreement.
2. Both institutions will provide a point of contact for this agreement.
3. Both institutions will attempt to encourage and maintain a high degree of cooperation between their staff members in execution of this Agreement.
4. Drury will annually conduct a comprehensive review and evaluation of all courses offered by Ozarks Tech so students can be advised about the transferability of each course.
5. Drury will provide a Transfer Guide for Ozarks Tech to assist students in the transfer process and will maintain information pieces such as those attached to this Agreement to assist students and Ozarks Tech personnel in understanding and interpreting degree requirements and in developing a degree plan.

6. Drury will provide, at a mutually convenient time, onsite training to Ozarks Tech staff for ongoing dissemination of information to students who express interest in Drury programs.
7. Both institutions agree to advise each other of changes in programs, policies, or fees which will affect this Agreement. The institutions will advise each other of such changes as soon as possible, but no later than May 1 in any given year.
8. Ozarks Tech will, with official authorization from students, identify in writing to Drury, the names, addresses, telephone numbers and email addresses of Ozarks Tech students who express interest in this Articulation Agreement. Drury has the option of contacting those students directly to encourage them to participate in the Agreement.
9. Ozarks Tech faculty and staff will give Drury faculty and staff the opportunity to transmit information about the Articulation Agreement to the Ozarks Tech faculty, advisors and staff members.
10. Ozarks Tech faculty and staff will disseminate written information made available by Drury and market the Agreement through a variety of communication media, including, but not limited to newsletters, brochures, and orientation sessions.
11. Students concurrently enrolled at both Ozarks Tech and Drury are responsible to consult with Financial Aid officers to determine eligibility.
12. Employees, officers and agents of one institution will not be employees or agents of the other and may not hold themselves out as such nor may they make any representations or commitments on behalf of the other.
13. This Agreement constitutes the entire agreement between the parties and supersedes all prior written and oral agreements related to this transfer Agreement. Any changes, modifications, supplementations, or amendments to this Agreement must be in writing and signed by the parties which are signatory hereto.
14. Any waiver by either party of any term or provision in this Agreement will not constitute a waiver of any other or all provisions. Any waiver of any part or provision of this agreement at any one time will not constitute a waiver for all times.
15. This Agreement is effective for Ozarks Tech and Drury academic periods beginning January 1, 2025, and will be subject to automatic renewal on January 1 of each year unless terminated by either party upon three months' written notice. A comprehensive review of this agreement will be conducted every three years.
16. Both parties recognize that they are bound to comply with the Family Educational Rights and Privacy Act of 1974 (Buckley Amendment) in the handling of education records of students enrolled in their institutions.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized representatives and by so doing represent and warrant that they have full authority to enter same, as of the day and date first above written.

**Ozarks Technical Community College**



Dr. Hal Higdon, Chancellor

11/20/24

Date

**Drury University**



Dr. Jeff Frederick, President

11/20-2024

Date