

**Memorandum of Understanding
between Ozarks Technical Community College and Stephens College
Electronic Media Production Program and BFA Digital Film Program**

OVERVIEW: This formal memorandum of understanding is made and entered into between Ozarks Technical Community College and Stephens College. By this agreement, Ozarks Technical Community College and Stephens College express a shared commitment to increasing opportunities for student access to and success in a 4-year institution of higher education

PURPOSE: This agreement represents an Undergraduate/Associate's Degree Transfer Agreement. Stephens College recognizes the quality preparation students receive transferring from Ozarks Technical Community College's Electronic Media Production program and both faculties have designated the following courses as a way for Ozarks Technical Community College students to transfer into Stephens College's BFA Digital Filmmaking major. The following classes, then, are appropriate substitutions for BFA requirements at Stephens. Any Ozarks Technical Community College student who adheres to the guidelines within this agreement and achieves an acceptable grade in the specified EMP courses is guaranteed that Stephens College will award the following academic credits:

<u>Ozarks Technical Community College EMP classes</u>	=	<u>Stephens Digital Filmmaking classes</u>	
EMP 102 Intro to Electronic Media Production	4 cr	DFM 101 Digital Media Production	3 cr
EMP 210 Photojournalism	4 cr	DFM 108 Digital Photography	3 cr
EMP 117 Video Systems	4 cr	DFM125 Filmmaking I	3 cr
EMP 110 Sound Design	4 cr	DFM319 Sound Design	3 cr
EMP 250 Digital Special Effects	4 cr	DFM 310 Advanced Post-Production	3 cr

Courses Electives: (to replace required production electives and/or general electives)

EMP 115 Studio TV Production	4 cr
EMP 100 Still Video Production	2 cr
EMP 104 Lighting Fundamentals	2 cr
EMP 208 Digital Video Production	4 cr
EMP 103 Podcasting	2 cr
EMP 216 3-D Animation	4 cr
EMP 101 Video Effects	2 cr

EMP to DFM transfer students will have a **minimum of 16 required courses remaining** within the BFA Digital Filmmaking major upon entry into the Program.

GUIDELINES:

Section I: Admissions and Matriculation

- Criteria for admission into Stephens College will be the same for Ozarks Technical Community College students as for other applicants. Admission standards are articulated in the Stephens College Curriculum Catalog.
- Upon enrollment at Stephens College, students from Ozarks Technical Community College will have access to financial aid, scholarships and student services on the same basis as other students attending Stephens College.
- Stephens College will apply the same academic progress and graduation standards to Ozark Technical College students as those applicable to other students at Stephens College.

Section II: Grade Requirements

Each course completed in the Ozarks Technical Community College EMP Program must have a passing grade of "C" or better in order to be accepted by Stephens College.

TERMS of AGREEMENT:

This agreement is made and entered into in the academic year of 2017-2018 and remains in force unless changed in writing by mutual agreement of both parties. The agreement may be amended at any time with the approval of both parties and is subject to annual review to assure accuracy with course requirements.

SIGNATURES: Ozarks Technical Community College and Stephens College hereby enter into this memorandum of understanding by the affixing of authorized signatures from each institution.



Ozarks Technical Community College Representative(s)

2-13-18
Date



Stephens College Representative(s)

2/12/18
Date