

## **GUIDELINES FOR SKIDMORE'S ACADEMIC AFFILIATIONS<sup>1</sup>**

**The Purposes of an Academic Program Affiliation:** Affiliated programs offer students academic opportunities that are not available through the regular Skidmore curriculum –



The appropriate department chairs, program directors, and the Curriculum Committee will review a proposal for affiliation for any Skidmore Program (or at least a substantial sample of these courses) before Skidmore acceptance. The Curriculum Committee will also review courses that a Skidmore Program wishes to add, within the constraints of unpredictable program changes at our host institutions. The Office of International Programs and/or the Office of the Dean of the Faculty and appropriate department chairs and program directors will give ongoing scrutiny to course changes within approved programs, articulation agreements, and exchange programs.

The Office of the Dean of the Faculty will keep information on all domestic academic affiliations, including copies of signed agreements. The Office of International Programs will keep information on all international academic affiliations, including copies of signed agreements. The Office of International Programs and/or the Office of the Dean of the Faculty will provide progress reports to CEPP whenever they are considering a new affiliation or serious modification of an existing affiliation.

CEPP will bring any decision to terminate a “Skidmore Program” to the Faculty for a vote. CEPP will decide on its own the termination of an exchange program, articulation agreement, or approved program and report such decisions to the Faculty.

#### **Course Credits and Grades:**

Only those affiliations designated as “Skidmore Programs” may treat affiliate courses as though they were Skidmore campus courses, include courses and grades of the affiliate on the Skidmore transcript, and count grades in the Skidmore GPA. Skidmore will treat other affiliate courses (from approved programs, articulation agreements, and exchange programs) as privileged transfer credits: that is, with faculty and Registrar approval in advance of the student’s involvement in the program, the course credits will be applied, as appropriate, toward the Skidmore degree (major, minor, all-college requirements, electives, and maturity level); moreover, all pre-approved 300-level courses will count toward the Skidmore maturity-level requirement of 24 semester hours of 300-level work. The Registrar, the Office of International Programs, and the faculty coordinator/director will devise a process and documentation method for obtaining departmental and other required approvals for course credit. [See Notes.]

#### **Financial Aid:**

Those affiliations designated as “Skidmore Programs” and “approved programs” will automatically apply all financial aid, including Skidmore grants, to the student’s participation in the program. (Note that the articulation agreements with graduate programs carry little or no implication for Skidmore financial aid.) All “articulation agreements” and “exchange programs” are eligible for Skidmore aid according to the availability of Skidmore funds and the applicability of student loans. Individual students must consult early in the application process with the Office of Student Aid and Family Finance to determine their aid eligibility. The Student Aid office will make every effort to support the student’s participation in an affiliated academic program. In keeping with established Skidmore policy, the Student Aid Office will base awards solely on the student’s demonstrated financial need in relation to the actual costs of the program. [See Notes.]

**Reporting to the College on Student Participation:**

To facilitate the process of reporting anticipated student participation in the various affiliations (e.g., to Student Accounts, the Registrar, Residential Life, faculty advisors),

Reporting to the College on Student Participation: The CAS is the logical group for gathering and disseminating information on changes in student status and for maintaining accurate student records. Further, using CAS as the conduit for such information relieves individual affiliate coordinators from the trouble of sending multiple lists and letters to various offices and individuals, (for example, to Student Accounts, the Registrar, and Residential Life).