



**EAST  
STROUDSBURG  
UNIVERSITY**

**PROGRAM-TO-PROGRAM ARTICULATION AGREEMENT  
BETWEEN  
EAST STROUDSBURG UNIVERSITY OF PENNSYLVANIA  
AND  
COMMUNITY COLLEGE OF PHILADELPHIA**

**AA in Tourism and Hospitality Management to  
BS in Hotel, Restaurant and Tourism Management**

**WHEREAS**, East Stroudsburg University of Pennsylvania, located at 200 Prospect Street, East Stroudsburg, Pennsylvania, 18301, an educational institution of the State System of Higher Education, Commonwealth of Pennsylvania, (hereinafter called "ESU"), offers a Bachelor of Science (BS) in Hotel, Restaurant and Tourism Management; and

**WHEREAS** Community College of Philadelphia, located at 1700 Spring Street, Philadelphia, PA 19130 (hereinafter "CCP"), offers an Associate in Art (AA) in Tourism and Hospitality Management; and

**WHEREAS**, both ESU and CCP desire to facilitate the transfer of students from an AA in Tourism and Hospitality Management to the BS in Hotel, Restaurant and Tourism Management and avoid duplication of degree requirements where possible; and

**WHEREAS**, subject to the terms of this Agreement, a student who has earned the AA in Tourism and Hospitality Management at CCP shall be guaranteed admission with junior standing to ESU.

**NOW THEREFORE**, ESU and CCP officially confirm the following terms of this Agreement:

a. **Minimum Qualifications.** In addition to the other requirements set forth in this Agreement, to be eligible for transfer from CCP to ESU under this Agreement, a student must:

- 1) Graduate from CCP with a minimum cumulative grade point average ("GPA") of 2.0 (on a 4.0 scale);
- 2) Graduate from CCP with a minimum Major GPA of 2.5 (4.0 scale);
- 3) Submit an official final CCP transcript, at the student's own cost, indicating receipt of the AA in Tourism and Hospitality Management directly to the ESU Office of Admission prior to matriculating to ESU;
- 4) Enroll at ESU within one year of graduation from CCP. Students may enroll as full-time or part-time undergraduate students;
- 5) Not attend another institution of higher education between the time they graduate from CCP and enroll at ESU;
- 6) Satisfy all conditions stated in this Agreement and all other regular ESU admission requirements including but not limited to the submission of all official transcripts from any/all other institutions attended & high school transcripts for FAFSA purposes.

b. **Admission of Transfer Student.** At the beginning of their final semester at CCP, the student must submit an application for admission as a transfer student to ESU. The admission application

fee will be waived if the applicant requests a fee waiver before submitting the admissions application. Students are encouraged to apply well before the application deadline dates. (Please refer to the University's most recent application for the applicable fall and spring transfer application deadline dates).

c. **Student Outreach.** ESU will participate in student outreach (e.g.: transfer fairs, campus visits, virtual open houses, etc.) at least once each fall/spring semester to encourage CCP students to meet with representatives from ESU for discussion of issues related to admission and financial aid well in advance of their expected date of entry to the transfer institution.

d. **CCP Advisement.** Using the attached "Exhibit A," the Curriculum Transfer Agreement Guideline ("Transfer Guide"), CCP agrees to advise CCP students regarding which courses will transfer under this Agreement.

e. **Acceptance into Bachelor of Science Degree Program.** Upon formal admission to ESU, the student must submit the enrollment fee (currently \$300 as of Fall 2019). The student will follow the curriculum requirements in effect at ESU at the time of the student's enrollment into ESU's BS in Hotel, Restaurant and Tourism Management and will thereafter comply with any changes to the curriculum. Students following the Transfer Guide included in this Agreement will be accommodated if the ESU curriculum changes before student enrollment to ESU.

f. **ESU Student Registration.** After acceptance into ESU, the student must register for courses with the department chair or assigned faculty advisor within ESU's Department of Hotel, Restaurant and Tourism Management in accordance with ESU's procedures.

g. **Transfer Credits.** ESU will accept a total of 60 or 61 credits from CCP giving students junior status. These include a minimum of 30 credits in general education/pre-requisite, co-requisite and free electives, and a minimum 30 major credits, all with grades of "C-" or better. Additional credits can be accepted upon review by ESU. All ESU students must earn at least 60 credits at ESU upon matriculation. The current accepted credits, as of the date of this Agreement, are detailed in the "Exhibit A" Transfer Guide.

h. **ESU Transfer Advising.** Using "Exhibit A" as a Transfer Guide, the ESU Hotel, Restaurant and Tourism Management Department Chairperson or Academic Advisor will work with the ESU Registrar to ensure that all acceptable transfer course equivalencies listed in "Exhibit A" are applied towards the student's ESU academic record. This allows a full-time student who enrolls at ESU per this Agreement to complete requirements for the bachelor's degree within four full-time fall/spring semesters.

i. **University Requirements for the Bachelor of Science Degree.** Students are expected to complete all stated University Graduation Requirements and all other General Education, Pre-Requisite, and Major Field requirements as described in ESU's catalog and Departmental policies in order to receive the BS in Hotel, Restaurant and Tourism Management from the University.

j. **Academic Policies and Requirements.** While enrolled at either CCP or ESU, the student shall comply with each institution's academic policies and requirements.

k. **Financial Aid, Housing and Scholarships.** Students who transfer under this Agreement are eligible for housing and financial aid on the same basis as native ESU students with junior status. CCP students transferring under this Agreement are eligible to apply for scholarships. The number of scholarships and availability of funding varies; students are encouraged to apply early in the enrollment cycle.

l. **Discipline Policies.** While enrolled at either CCP or ESU, the student shall comply with each institution's discipline policies and requirements. However, the specific discipline policies/degree requirements in effect for the BS in Hotel, Restaurant and Tourism Management as awarded by ESU will be as such exist at the time of the student's enrollment into the program.

m. **School Calendar.** ESU's calendar will control as to pertinent dates for registration, exams, semesters and school breaks.

n. **Promote and Publicize.** CCP agrees to publicize this Agreement to prospective students in admissions literature and as part of regular student recruitment, and to inform qualified students matriculating to CCP of the opportunity for admission to ESU under the terms of this Agreement. Students from the Philadelphia area who apply but are not admitted to ESU will be sent a letter from ESU encouraging them to attend and earn an appropriate associate degree from CCP to take advantage of the benefits of this Agreement. CCP will receive a list from ESU of students denied and sent this letter so that they can follow up with the students.

o. **Coordination of Agreement.** Each institution will designate a representative who will coordinate the terms of this Agreement between the two institutions.

p. **Data and Research.** Both ESU and CCP agree to exchange aggregate data annually that will contribute to the maintenance and improvement of this Agreement, enhance the transfer process, and promote effective cooperation between institutions. Further, they will collaborate on research activities to help assess the effectiveness of this Agreement in meeting the needs of students.

q. **Review of Agreement.** Both ESU and CCP will review this Agreement annually and make any changes upon mutual consent. Each will keep the other informed of any other changes of policy or curricula that affect students transferring under the terms of this Agreement.

r. **Reverse Transfer.** ESU will encourage CCP transfer students to complete the appropriate associate degree before matriculation to ESU in order to take advantage of this Agreement. If the CCP student chooses to transfer and matriculate to ESU before completion of the associate degree, ESU will encourage reverse transfer and use the reverse transfer credit process mutually agreed upon by both ESU and CCP, in the Statewide Reverse Transfer Agreement.

s. **Mutual Terms and Conditions:**

**1) Term of Agreement:** The term of this Agreement will be for five (5) years from the date of final execution by the parties and their respective legal counsel. This agreement may not exceed a period of five (5) years from the date of final execution.

**2) Termination of Agreement:** Either institution may terminate this Agreement for any reason with ninety (90) days' written notice. However, students who are in their final semester at CCP and have already been accepted into ESU's BS in Hotel, Restaurant and Tourism Management will be afforded the opportunity to enter ESU's BS in Hotel, Restaurant and Tourism Management in accordance with the terms of this Agreement.

**3) Nondiscrimination:** The parties agree to continue their respective policies of nondiscrimination based on Title VI of the Civil Rights Act of 1964 in regard to sex, age, race, color, creed, national origin, Title IX of the Education Amendments of 1972 and other applicable laws, including the Family Educational Rights and Privacy Act (FERPA), as well as the provisions of the Americans with Disabilities Act, and other applicable federal, state and local laws, including but not limited to those prohibiting discrimination on the basis of age, veteran status, sexual orientation and gender identity.

**4) Interpretation of the Agreement:** The laws of the Commonwealth of Pennsylvania shall govern the interpretation and enforcement of this Agreement.

**5) Modification of Agreement:** This Agreement shall only be modified in writing with the same formality as the original Agreement.

**6) Relationship of Parties:** The relationship between the parties to this Agreement to each other is that of independent contractors and shall not be construed to constitute a partnership, joint venture or any other relationship, other than that of independent contractors.

**7) Liability:** Neither of the parties shall assume any liabilities to each other. As to liability to each other for death to persons, or damages to property, the parties do not waive any defense as a result of entering into this Agreement. This provision shall not be construed to limit either party's rights, claims or defenses, which arise as a matter of law pursuant to any provisions of this Agreement. This provision shall not be construed to limit the sovereign immunity of the Commonwealth or of the State System of Higher Education or the University or the governmental immunity of Community College of Philadelphia.

**8) This Agreement** shall not be enforceable in a court or in the Pennsylvania Board of Claims. In the event of a dispute between the parties, advice and direction will be offered by the Office of the Chancellor of the State System of Higher Education.


**9) Entire Agreement:** This Agreement represents the entire understanding between the parties. No other prior or contemporaneous oral or written understandings or promises exist in regards to this relationship.

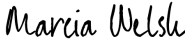
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**IN WITNESS WHEREOF**, the authorized representatives of the parties have executed this Agreement as of the date previously indicated.


**FOR: Community College of Philadelphia**


**FOR: East Stroudsburg University of Pennsylvania**


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Donald Generals, Ed.D., President  
Date 4/30/2020 | 4:08 PM EDT

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Marcia Welsh, Ph.D., President  
Date 5/12/2020 | 9:59 AM EDT


DocuSigned by:  
  
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Samuel Hirsch, Ed.D.  
Vice President, Academic & Student Success  
Date 4/25/2020 | 6:34 PM EDT

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Joanne Z. Bruno, J.D., Provost & Vice President for Academic Affairs  
Date 5/12/2020 | 9:46 AM EDT

DocuSigned by:  
  
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Pam Carter, Ph.D.  
Dean of Business & Technology  
Date 4/23/2020 | 6:45 PM EDT

DocuSigned by:  
  
4E8BDAE2D9184BE...  
Sylvester Williams, IV, JD, MBA, CCLE  
Dean College of Business & Management  
Date 5/7/2020 | 11:20 AM EDT

**Approved as to form and legality:**

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College Legal Counsel  
Date 4/23/2020 | 5:10 PM EDT

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088DD8285E37409...  
University Legal Counsel  
Date 6/1/2020 | 10:00 AM EDT

**EXHIBIT A**  
**AA Degree in Tourism and Hospitality Management at CCP to**  
**BS Degree in Hotel, Restaurant and Tourism Management at ESU**

**Transfer Credits:** Upon receiving an AA Degree in Tourism and Hospitality Management from CCP, ESU accepts the following credits towards the BS degree in Hotel, Restaurant and Tourism Management. At this point, the student will be able to major in the BS in Hotel, Restaurant and Tourism Management and receive credit for the following courses. All ESU students must earn at least 60 credits at ESU upon matriculation.

<b>Community College of Philadelphia</b> <b>A.A. Tourism and Hospitality Management</b>		<b>East Stroudsburg University</b> <b>B.S. Hotel, Restaurant and Tourism Management</b>	
<b>First Semester</b>	<b>Cr.</b>		<b>Cr.</b>
ENGL 101 English Composition	3	ENGL 103 English Composition	3
MATH 150 Intro Data Analysis	3	MATH 100 GN: Number Sets & Structures (required)	3
CIS 103 Applied Computer Technology	3	CPSC 100 Personal Computers and Their Uses	3
THM 110 Introduction to the Hospitality Industry	3	HRTM 101 Intro to Hospitality and Tourism Management	3
THM 112 Introduction to Tourism	3	HRTM 232 Prin of Tourism & Travel Management	3
<b>Second Semester</b>	<b>Cr.</b>		<b>Cr.</b>
ECON 181 Principles of Economics (Macro)	3	ECON 111GN: Principles of Macroeconomics	3
SOC 101 Introduction to Sociology	3	SOC 111 Intro to Sociology	3
THM 130 Hotel Management	3	HRTM 241 Principles of Lodging Management	3
THM 276 Food and Beverage Management	3	HRTM 310 Systems Approach to Food & Beverage Management	3
HIST 142 Food History	3	Hist199 Elective	3
<b>Third Semester</b>	<b>Cr.</b>		<b>Cr.</b>
THM 180 Human Resource Management	3	HRTM 321 Hospitality & Tourism Human Resources	3
ENGL 102 The Research Paper	3	ENGL 203GN: Advanced Composition	3
THM 285 Dining Room Management	3	HRTM 211 Principles of Food & Beverage Management	3
THM 266 Introduction to Hospitality Law	3	HRTM 489 Contemporary Legal & Ethical Aspects of Hospitality & Tourism Management	3
ACCT 101 Financial Accounting	3	MGT 211 Financial Accounting Fundamentals	3
<b>Fourth Semester</b>	<b>Cr.</b>		<b>Cr.</b>
THM 278 Hospitality Marketing	3	HRTM 331 Hospitality and Tourism Marketing	3
THM 140 Gaming & Casino Management	3	HRTM 271 Casino Management	3
THM 240 Introduction to Event Management	3	HRTM 436 Meeting and Convention Planning and Management	3
THM 290 Tourism & Hospitality Management Work Experience	3	Free Elective	3
<b>Choose one:</b> BIOL 106 General Biology I BIOL 108 Essentials of Human Anatomy and Physiology CHEM 101 Fundamentals of Chemistry (Lab Based)	3 or 4	General Education Group B: Science Group Biology or Chemistry or Physics	3 or 4

CHEM 103 Fundamentals of Chemistry I (Non-Lab Based) CHEM 105 Inquiry into Chemistry CHEM 110 Introductory Chemistry PHYS 101 Revolutionary Concepts in Physics PHYS 105 Survey of Physics			
<b>MINIMUM CREDITS NEEDED TO GRADUATE:</b>	<b>60/61</b>	<b>CREDITS EARNED:</b>	<b>60/61</b>

**Courses to be Completed at East Stroudsburg University**  
**B.S. in Hotel, Restaurant and Tourism Management**

<b>First Semester</b>		<b>Second Semester</b>	
HRTM 421 Hospitality & Tourism Training and Staff Development	3	HRTM 411 Restaurant Operations Management	3
HRTM 431 Hospitality & Tourism Strategic Market Planning	3	HRTM 441 Hospitality & Tourism Financial Management	3
General Education Course - Group B PSY 100 GN: General Psychology	3	ECON 112 GN: Principles of Microeconomics	3
General Education Course - Group B MATH 110 GN: General Statistics	3	General Education Course - Group A Fine Arts or Philosophy	3
Elective	3	Elective	3
<b>Total</b>	<b>15</b>	<b>Total</b>	<b>15</b>
<b>Third Semester</b>		<b>Fourth Semester</b>	
HRTM 486 Hospitality and Tourism Internship	9	HRTM 491 Seminar in Hospitality and Tourism Management	3
General Education Course - Group A Foreign Language	3	HRTM Department Elective – 300 or 400 level	3
General Education Course - Group A CMST 111 Intro to Communication	3	Elective	3
General Education Course - Group C Geography or Political Science	3	Elective	3
		Elective	3
<b>Total</b>	<b>15</b>	<b>Total</b>	<b>15</b>
		<b>Minimum Credits Needed To Graduate:</b>	<b>120</b>