

**ACADEMIC PROGRAM ARTICULATION AGREEMENT BETWEEN
THE BOARD OF TRUSTEES OF THE COMMUNITY COLLEGE OF BALTIMORE
COUNTY AND WILLIAM WOODS UNIVERSITY REGARDING TRANSFER FROM
THE ASSOCIATE OF APPLIED SCIENCE IN INTERPRETER PREPARATION AND
THE ASSOCIATE OF ARTS IN AMERICAN SIGN LANGUAGE AND DEAF
CULTURE TO BACHELOR OF SCIENCE IN INTERPRETATION STUDIES IN ASL-
ENGLISH**

This Academic Program Articulation Agreement (“Agreement”) is entered into by and between **the Board of Trustees of the Community College of Baltimore County** (the “Sending Institution”) and **William Woods University** the “Receiving Institution”) (collectively, the “Institutions”) to facilitate the transfer of academic credits from the **Associate of Applied Science in Interpreter Preparation** and the **Associate of Arts in American Sign Language And Deaf Culture** for the completion of the **Bachelor of Science in Interpretation Studies in ASL-English** (the “Program(s)”).

A. Qualifying Students are defined as students that:

1. Have successfully completed the Program at the Sending Institution;
2. Are enrolled in the Sending Institution, in good standing; and
3. Are accepted for admission into the Receiving Institution.

B. Responsibilities of the Institutions

The Institutions agree to implement the transfer of Qualifying Students in accordance with applicable law and the following requirements and protocols:

1. A Qualifying Student may transfer from the Sending Institution into the Receiving Institution for the completion of the Program.
2. Courses that the Receiving Institution will accept credits for towards completion of the Program are noted within the Transfer Plan below.

Transfer Plan

Community College of Baltimore County

**Associate of Applied Science in Interpreter Preparation and the Associate of Arts in
American Sign Language and Deaf Culture to William Woods University’s Bachelor of
Science in Interpretation Studies in ASL-English**

This transfer plan is intended for students pursuing an **Associate of Applied Science in Interpreter Preparation and the Associate of Arts in American Sign Language and Deaf Culture** at the Community College of Baltimore County who are interested in pursuing a **Bachelor of Science in Interpretation Studies in ASL-English**. The equivalencies below demonstrate how a student can meet both the requirements of the associate degree and prepare for a seamless transfer to William Woods University. Please note:

1. Only courses that have course equivalencies are displayed. This guide does not show all transferable courses from the Sending Institution, nor does it display all Receiving Institution courses that will fulfill a specific requirement.

2. For financial aid and scholarship information, please see the Receiving Institution's [financial aid webpage](#).
3. Transfer plans are intended to be used as planning tools. If additional assistance is required for selecting courses to take prior to a Qualified Student's transfer to the Receiving Institution, contact William Woods University Office of Admissions at 1.800.995.3159 or Admissions@WilliamWoods.edu.

Course by Course Equivalency (WWU Catalog, 2025-2026; CCBC Catalog, 2025-2026)

CCBC Course AA in ASL degree	Credits	WWU Equivalency	Credits	Notes
CMNS 101-Fundamentals of Communication	3	COM 101-Intro to Speech	3	General Education Package
ENGL 101-College Composition I	3	ENG 101-English Comp I	3	General Education Package
ENGL 102-College Composition II	3	ENG 102-English Comp II	3	General Education Package
Mathematics	3	WWU recommends any 100-level or higher, non-remedial course	3	General Education Package
Biological or Physical Science	7-8	WWU recommends any 100-level or higher, non-remedial course	7-8	General Education Package
Information Technology	3	TRS 117: MISC/CIS Elective	3	General Education Package
PSYC 105-Multicultural Psychology or PSYC 101-Introduction to Psychology	3	PSY 101-General Psychology	3	General Education Package
SOCL 141-Racial and Cultural Minorities or SOCL 101-Introduction to Sociology	3	Program Social Science Elective	3	Lower-level Elective
Health and Wellness CCBC recommends HLTH 120-Aging and Health 126-Introduction to Holistic and Complementary Health	3	TRS 179-Elective	3	General Education Package
ASLS 121-Deaf Culture	3	ASL 120-Deaf Culture	3	Lower-level Elective
ASLS 101-American Sign Language I	3	ASL 105-American Sign Language I	3	Lower-level Elective
ASLS 102-American Sign Language II	3	ASL 145-American Sign Language II	3	Lower-level Elective
ASLS 203-American Sign Language III	3	ASL 205-American Sign Language III	3	Lower-level Elective

CCBC Course AA in ASL degree	Credits	WWU Equivalency	Credits	Notes
ASLS 204-American Sign Language IV	4	ASL 245-American Sign Language IV	3	Lower-level Elective
ASLS 206-American Sign Language V	4	ASL 305-American Sign Language V	3	Upper-level Elective (Counts toward upper-level requirement)
ASLS 213-Fingerspelling and Numbers	3	ASL 240-Fingerspelling and Numbers	3	Lower-level Elective
INTR 116-Introduction to Interpreting	3	ITP 211-Theory of Interpretation	3	Program Requirement
ASLS 211-Linguistics of ASL	3	TRS 200-Elective	3	Lower-level Elective
Total Credits	60-61		58-59	

CCBC Course AAS in Interpreting degree	Credits	WWU Equivalency	Credits	Notes
ASLS 214-Advanced Conversational ASL	4	TRS 147-Elective	4	Lower-level Elective
INTR 118-Self-Care for Interpreters	1	TRS 147-Elective	1	Lower-level Elective
INTR 119-Ethical Decisions in Interpreting & INTR 228-Interactive Interpreting	5	ITP 251-Ethics in Interpreting	3	Program Requirement Completion of both INTR 119 and INTR 228 will result in 3 credits.
INTR 216-Pre-Interpreting	3	ITP 241-Fundamentals of Interpreting	3	Lower-level Elective
ENGL 106-English Grammar	3	ENG 301-Grammar and Syntax	3	Program Requirement (Counts toward upper-level requirement)
INTR 220-Consecutive Interpreting	4	TRS 200-Elective	4	Lower-level Elective
INTR 230-Transliterating	4	ITP 217-Discourse Analysis	3	Lower-level Elective
INTR 224-Simultaneous Interpreting	4	ITP 301-Interpreting I	3	Upper-level Elective (Counts toward upper-level requirement)
INTR 228-Interactive Interpreting	4	TRS 147-Elective	4	Lower-level Elective
INTR 231-Survey	4	TRS 147-Elective	4	Lower-level Elective
INTR 241-Practicum	4	ITP 451-Field Practicum I	3	Program Requirement (Counts toward upper-level requirement)
Total Credits	40		35	

Credit Count for CCBC A.A. and A.A.S. Degree towards WWU B.S. Degree

Total Credits	100-101		93-94	
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4. Remaining Courses

Students will take the following courses at the Receiving Institution to meet their graduation requirements. Students who transfer before completing the **Associate of Applied Science in Interpreter Preparation and Associate of Arts in American Sign Language and Deaf Culture** at the Community College of Baltimore County may have additional program and graduation requirements to take and fewer free electives.

Qualifying Students are still required to complete the following institutional requirements at the Receiving Institution:

- Upper Division Coursework - A minimum of 30 hours of upper division coursework (300-level or above) is required.
- Major Coursework Requirements - 39 credit hours is required to complete the major.
- Residency Requirement - A student's final 30 credit hours must be taken at William Woods University.
- Graduation Requirements - 120 credit hours are required for graduation.
- Other Requirements:
 - Students transferring to William Woods University must have a minimum 2.0 overall grade point average
 - Graduation from William Woods University requires students have an overall grade point average of at least 2.00

Completion of the **Bachelor of Science in Interpretation Studies in ASL-English** requires students to successfully complete the following coursework and elective credit to meet institutional requirements:

William Woods Course	Credits	Explanation	Fulfills major requirement (39 hours)	Fulfills residency requirement (30 hours)	Fulfills Upper-level requirement (42 hours)
ASL 316- Linguistics Non-manual Markers in ASL	3	Complete at receiving institution	YES	YES	YES
ASL 305- American Sign Language V	3	Transferred from sending institution	NO	NO	YES
ASL 336 – Topics in Deafness	3	Transferred in from sending institution per	YES	YES	YES

William Woods Course	Credits	Explanation	Fulfills major requirement (39 hours)	Fulfills residency requirement (30 hours)	Fulfills Upper-level requirement (42 hours)
		completion of AA & AAS (TRS 200)			
ASL 345 – American Sign Language VI	3	Complete at receiving institution	YES	YES	YES
ASL 425- Linguistics of American Sign Language	3	Complete at receiving institution	YES	YES	YES
ASL 430-ASL Literature	3	Complete at receiving institution	YES	YES	YES
ITP 211-Theory of Interpretation	3	Transferred from sending institution	YES	NO	NO
ITP 251-Ethics in Interpreting	3	Transferred from sending institution	YES	NO	NO
ITP 301- Interpreting I	3	Transferred from sending institution	NO	NO	YES
ITP 351- Interpreting II	3	Transferred from sending institution	YES	YES	YES
ITP 375 – Interpreting III	3	Complete at receiving institution	YES	YES	YES
ITP 380 – Interpreting IV	3	Complete at receiving institution	YES	YES	YES
ITP 310- Interpreting in Advanced Settings I	3	Complete at receiving institution	YES	YES	YES
ITP 410- Interpretation in Advanced Settings II	3	Complete at receiving institution	YES	YES	YES
ITP 450-Senior Capstone	3	Complete at receiving institution	YES	YES	YES

William Woods Course	Credits	Explanation	Fulfills major requirement (39 hours)	Fulfills residency requirement (30 hours)	Fulfills Upper-level requirement (42 hours)
ITP 451-Field Practicum I	3	Transferred from sending institution	YES	NO	YES
ITP 452-Field Practicum II	3	Complete at receiving institution	YES	YES	YES
ENG 301-Grammar & Syntax	3	Transferred from sending institution	YES	NO	YES

Credit Count Breakdown

Total Program and Elective Credits	45	Total Hours to Complete at Receiving Institution	30	Total Credits Combined	120-121
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5. Major Requirements

All transfer students will be required to take a minimum of **30** credit hours of coursework at William Woods University to complete the bachelor's degree. A minimum total of **120-121** credits are required for completion of the degree. This total includes 93-94 credit hours accepted in transfer in fulfillment of general education, program, and elective requirements, which includes 12 credit hours transferring in to fulfill the major. Forty-two credit hours of upper division coursework is required, which includes 12 credit hours transferred in to fulfill the requirement. Additionally, a student's final **30** hours must be taken with William Woods University.

Additional Credits Needed:

Total credits to be taken at William Woods University: **30**

6. Additional Provisions

- This plan assumes that the student completes the appropriate A.A.S. and A.A. degrees (as referenced above), with at least a 2.0 cumulative GPA, in fulfillment of general education.
- Qualifying Students who have completed both the A.A.S. and the A.A. as listed above at the Sending Institution will transfer 93-94 credit hours toward fulfillment of the bachelor's degree and will have completed all general education requirements at the Receiving Institution.
- For non-direct classroom instruction, an appropriate score is determined by William Woods University, and students must submit original test scores/results to William Woods University. Tech Prep credits will not transfer. Credit by exam (letter grade CR

on transcript) will be accepted in fulfillment of ASL/ITP requirements as outlined above in the transfer matrix. All other prior learning credits will be assessed according to the Receiving Institution's policy.

- For financial aid and scholarship information, please see the Receiving Institution's [financial aid webpage](#).
- Students intending to transfer should complete the admission application for William Woods University once they complete 45 credits of the Associate Degree program. Students should contact the Financial Aid Office at William Woods University as soon as possible in regard to college deadlines for financial aid.

7. The Receiving Institution shall designate, and shall provide to the Sending Institution, the contact information for a staff person at the Receiving Institution who is responsible for the oversight of the transfer of Qualifying Students. The Sending Institution shall designate, and shall provide to the Receiving Institution, the contact information for a staff person at the Sending Institution who is responsible for the oversight of the transfer of Qualifying Students.

Oversight of Records	Sending Institution	Receiving Institution
Name of staff person responsible for oversight	Sarah Sebly	Tara Emerson
Title of staff person	Assistant Registrar	Registrar
Email address	Smelchior@ccbcmd.edu	Tara.Emerson@williamwoods.edu
Telephone Number	443.840.4647	573.592.4251

Should the staff person or position change, the institution will promptly provide new contact information to the partner institution.

Additional contact information:

Articulation Agreement Contact	Sending Institution	Receiving Institution
Name of person	Ann Gamble	Dr. Caroline Boyer-Ferhat
Title of person	Director of Transfer and Degree Acceleration	Provost
Email address	agamble@ccbcmd.edu	caroline.boyerferhat@williamwoods.edu
Telephone Number	443.840.1735	573.592.4570

8. If the Qualifying Student is using federal Title 38 VA Education Benefits (GI Bill® Education Benefits), the Institutions shall adhere to all applicable U.S. Department of Veterans Affairs' regulations, including the regulations governing the awarding prior credit, as regulated under Title 38, Code of Federal Regulations, Sections 21.4253(d)(3) and 21.4254(c)(4).

9. Each Institution shall advise students regarding transfer opportunities under this Agreement and shall advise students of financial aid opportunities and implications associated with the transfer.
10. Should either Institution make changes to program requirements, the institution will inform the partner institution immediately.
11. The Institutions acknowledge that the transfer of students under this Agreement may require the sharing of personally identifiable information from education records in accordance with the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 1232g and 34 C.F.R. Part 99. Each Institution agrees to obtain and maintain appropriate written consent from students, or rely on applicable exceptions under FERPA, to disclose education records, including transcripts, academic performance, and enrollment status, to the partner Institution for the purposes of transfer evaluation, academic advising, financial aid coordination, and program tracking.

A. Term and Termination

1. This agreement shall be effective on the date that it is signed by the appropriate and authorized representatives of each Institution and shall remain in effect for a period of three (3) years, unless earlier terminated pursuant to this section.
2. Either Institution may, at its sole discretion, terminate this Agreement upon delivering 60 days written notice to the other Institution.
3. Both Institutions agree to review the terms and implementation of this Agreement at least once every three (3) years, or more frequently as needed, to ensure continued alignment with institutional policies, accreditation requirements, and applicable regulatory requirements. The results of such reviews shall guide any necessary amendments or updates to the Agreement.
4. This Agreement may be renewed for additional periods upon mutual written agreement of both institutions.

B. Amendment

1. This Agreement constitutes the entire understanding and agreement of the Institutions with respect to their rights and obligations in carrying out the terms of the Agreement and supersedes any prior or contemporaneous agreements or understandings.
2. This Agreement may be modified only by written amendment executed by both Institutions. Any curriculum modifications that affect course equivalencies or program structure shall be communicated in writing and reflected in an updated course matrix as part of the amendment process.

C. Nondiscrimination

The Parties agree that none shall discriminate against any individual or student based on age, sex, race, color, sexual orientation, gender identity, religious belief, national origin, genetic information, political affiliation, veteran's status, disability, or any other protected category when providing services in this Program. Furthermore, the Parties agree to comply with all applicable Federal, Maryland, and local laws and regulations concerning discrimination.

D. Governing Law

This Agreement shall be governed by, and construed in accordance with the laws of the State of Maryland.

E. Counterparts

This Agreement may be executed in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same agreement.

F. Notice of Agreement

The Institutions agree to provide copies of this Agreement to all relevant individuals and departments of the Institutions, including but not limited to students, academic department chairs participating in the transfer, offices of the president, registrar's offices, and financial aid offices.

G. No Third-Party Beneficiaries

There are no third-party beneficiaries to this Agreement.

H. Representations and Warranties of the Parties

Both Institutions represent and warrant that the following shall be true and correct as of the Effective Date of this Agreement, and shall continue to be true and correct during the term of this Agreement:

1. The Institutions are and shall remain in compliance with all applicable federal, state, and local statutes, laws, ordinances, and regulations relating to this Agreement, as amended from time to time.
2. Each Institution has taken all action necessary for the approval and execution of this Agreement.
3. The individual signing this Agreement on behalf of the Institution is duly authorized to do so and this Agreement constitutes a binding obligation of the Institution.