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Originally developed by the College of Agricultural, Human, and Natural Resource Sciences (CAHNRS)
September 2015

Dear Cooperating Institutions and Washington State University colleagues,

Thank you for sharing an interest in the articulation process! WSU is committed to partnering with Cooperating Institutions (CI) to establish transfer articulation agreements in the pursuit of creating the best possible opportunities for students. By offering a variety of pathways, we hope to fulfill individual students’ needs to achieve academic success. The state of Washington also supports this initiative and rationale, and state legislation can be found in Appendix A of this document.

To facilitate this process, we ask that you review this handbook and communicate with the Transfer Clearinghouse and appropriate college representatives (see Appendix B). We recognize that agreements are developed, reviewed, and finalized as a collaborative process which is outlined in this document.

The focus of this handbook is to assist in the development of guidelines for transferring to a WSU undergraduate program for the completion of a B.S. or B.A. degree.

We also invite you to view samples of finalized articulation agreements on the Transfer Clearinghouse website located at https://transfercredit.wsu.edu.

Again, thank you for your commitment to help students make an easy transition to Washington State University. We look forward to working with you.

Sincerely,

Susan Poch, PhD    Waylon Safranski, Ed.M.
Director, Transfer Clearinghouse    Assistant Director, Transfer Clearinghouse
SECTION B:
Developing or Updating an Articulation Agreement

Checklist for Cooperating Institutions in the agreement development process:

__  1. Establish a shared interest in articulation with Washington State University.
__  2. Discuss with WSU what programs are to be considered for articulation.
__  3. Exchange copies of two and four year degree plans with a WSU Department Representative for each articulated option.
__  4. Submit a copy of the syllabus for each required course in the two year plan to the WSU Department Representative.
__  5. Complete Year 1 and Year 2 of the Term-By-Term Planning Sheet (Attachment B) and submit electronically to the WSU Department Representative.
__  6. In consultation with Department Representative, identify any missing required courses and discuss plans for how that can be addressed. Can they be incorporated into Year 1 and Year 2, or can they be moved to Year 3 and Year 4? Implement corrections, if necessary.
__  7. Together with the Department Representative, review the completed Articulation Planning Grid and Term-By-Term Planning Sheet to confirm that all requirements have been met and courses are listed in the correct term.
__  8. WSU will complete all documents of the proposal. Once complete, the proposal is forwarded to the Cooperating Institution.
__  9. Submit proposal to the Cooperating Institution’s President and program-specific authority for approval and signature.
__ 10. Return signed original proposal to the WSU Department Representative. Retain a copy for records.
__ 11. Identify representatives from each institution who are responsible for maintaining and updating the agreement.

Important Notes:
- Cooperating Institutions (CI) must also align with their local campus policies for approval.
- The WSU department and Cooperating Institution can utilize the footnotes section of each attachment and edit as needed.

Checklist for WSU in the agreement development process:

__  1. Establish a shared interest in articulation.
__  2. Discuss programs to be considered for articulation.
__  3. Exchange copies of two and four year plans for each option to be articulated.
__  4. Review syllabi and determine how the courses will transfer to WSU. In case of lacking clarity or insufficient documentation, additional materials may be requested or further discussion may be required.
__  5. Meet with WSU Transfer Clearinghouse to review course equivalencies and any updated information or policies.
6. Use transfer equivalency information found in Section D to complete the Articulation Planning Grid (Attachment A). Refer to Section C for definitions of University Common Requirements.

7. Review Cooperating Institution’s Year 1 and Year 2 and compare to the WSU major’s Year 1 and Year 2. Determine which required courses are missing.

8. Discuss with Cooperating Institution representative how to address the missing courses. Can they be incorporated into Year 1 and Year 2, or can they be moved to Year 3 and Year 4?

9. Complete Year 3 and Year 4 on the Term-By-Term Planning Sheet based on the discussion above.

10. Review the completed Articulation Planning Grid and Term-By-Term Planning Sheet to confirm that all requirements have been met and courses are listed in the correct term.

11. Edit the Memorandum of Understanding (Attachment C) and present the proposal, which includes the Articulation Planning Grid, Term-By-Term Planning Sheet, and Memorandum of Understanding, to the WSU Department Chair/Program Director and Transfer Clearinghouse for review.

12. Proposal is edited or approved and then signed by WSU Department Chair/Program Director, Associate Dean, Vice Provost for Undergraduate Education, and Provost.

13. Send hard copy of the signed proposal to the Cooperating Institution for signature.

14. Create copies of all signed documents for the WSU Academic Department/program.

15. Submit the original of the signed agreement to the Transfer Clearinghouse.

16. Notify the Admissions Office of courses to be added or updated on the transfer equivalency website by emailing transfer@wsu.edu.

17. Upload the final version of the agreement to the Transfer Clearinghouse Articulation SharePoint site: (site pending)

18. Identify representatives from each institution who are responsible for maintaining and updating the agreement.

Important Notes:
• Faculty or staff developing articulation agreements should continually save drafts of their agreements as updates regularly occur to the website.
• WSU & Cooperating Institution can utilize the footnotes section of each attachment and edit as needed.

Updating an Articulation Agreement:

The [WSU Academic Department representative] is responsible for contacting the Cooperating Institution and Transfer Clearinghouse on an annual basis to request any updates or changes needed to the existing agreements. If changes are necessary, the Department Representative will connect the Transfer Clearinghouse and CI Representative to begin the process of updating the agreement. The Department Representative and CI Representative are responsible for making changes to the agreement. All changes must be tracked and highlighted. The updated agreement must then be re-submitted for approval. See steps 12-22.
SECTION C:
University Common Requirements

Definition of the University Common Requirements (UCORE):

The University Common Requirements (UCORE) are the center of the undergraduate curriculum. While the greater part of students’ courses of study will be devoted to their major fields, the UCORE curriculum provides a degree of balance between the specialized focus of the major and the broader traditional objectives of higher education. UCORE is intended to accommodate needs and objectives not adequately served by academic specialization, while being flexible enough to work for all majors. Accordingly, the program offers a wide variety of elective choices and provides many individual pathways through the curriculum. Detailed descriptions of the following requirements can be found in the Washington State University Catalog online: http://www.catalog.wsu.edu/

FIRST-YEAR EXPERIENCE: 3 semester credit hours
  Roots of Contemporary Issues (3 cr.)

FOUNDATIONAL COMPETENCIES: 9 semester credit hours
  Quantitative Reasoning (3 cr.)
  Communication (3 cr.)
  Written Communication (3 cr.)

WAYS OF KNOWING: 16/17 semester credit hours
  Inquiry in the Social Sciences (3 cr.)
  Inquiry in the Humanities (3 cr.)
  Inquiry in the Creative and Professional Arts (3 cr.)
  Inquiry in the Natural Sciences (7 or 8 cr.)

INTEGRATIVE AND APPLIED LEARNING: 6 semester credit hours
  Diversity (3 cr.)
  Integrative Capstone (3 cr.)

TOTAL REQUIRED SEMESTER CREDIT HOURS: 34 cr.*
* Three, courses within the major can satisfy the above requirements; all other courses must be taken outside the major.
SECTION D:
Pathways & Transfer Course Equivalences

Executive Summary of the Transfer Policy in Washington State
The colleges and universities of Washington have long recognized the importance of facilitating travel for students moving from one institution to another in pursuit of their educational goals. Working both directly, college-to-college, and through voluntary associations such as the Intercollege Relations Commission (ICRC), the state’s publicly supported institutions have established mutually acceptable guidelines and procedures to assist students in transition from college to college. The colleges work constantly, moreover, to obtain appropriate articulation between educational programs, to monitor transfer practices, and to improve the agreements, guidelines, and procedures that govern transfer. ¹

General Principles for Transfer to WSU
The maximum combined lower-division transfer credit allowed from regionally-accredited institutions, College Level Examination Program, Advanced Placement, International Baccalaureate, Cambridge, and military credit is 73 semester credits. Completion of the Direct Transfer Agreement (DTA) Associate Degree from a Washington Community College fulfills all lower division University Common Requirements. Students must complete the Writing Qualifying Exam (Portfolio) and Writing in the Major requirements at Washington State University. If students transfer prior to completing the approved transfer degree, courses taken at the Cooperating Institution will be applied to the Washington State University Common Requirements and to respective options within a specific departmental program based on Transfer Course Equivalency guidelines. Specific information is located at [www.my.wsu.edu](http://www.my.wsu.edu).

Students who wish to take courses at WSU to complete the approved transfer degree after enrollment at WSU may do so using the Reverse Articulation Agreement (see details at [http://sbctc.edu/college/studentsvcs/MOUWSUandSBCTCReverseArticulation-SignedCopy.pdf](http://sbctc.edu/college/studentsvcs/MOUWSUandSBCTCReverseArticulation-SignedCopy.pdf)). Once the transfer degree is awarded, lower division University Common Requirements are fulfilled.

WSU Lower-Division Courses (100-200 level)
Regardless of degree option, a primary focus of transfer agreements between WSU and CI is to identify lower division courses that provide students with basic theories, concepts, and systems of organizing that knowledge. In determining which courses will meet departmental requirements or considered for a direct equivalency to a WSU course, the content of the Cooperating Institution course will be compared with the content of the WSU course.

WSU Upper Division Courses (300-400 level)
In most cases, WSU does not accept lower division courses as equivalent to upper division courses. Some exceptions do exist, and WSU will consider similar courses (or combinations of lesser credit courses) that are offered by Cooperating Institutions as equivalent to upper division departmental WSU courses if the syllabus of the course from the Cooperating Institution is

¹ POLICY ON INTERCOLLEGE TRANSFER AND ARTICULATION AMONG WASHINGTON PUBLIC COLLEGES AND UNIVERSITIES, contained in the Intercollege Relations Council Handbook, pg 7. [http://www.washingtoncouncil.org/icrcdocuments.htm](http://www.washingtoncouncil.org/icrcdocuments.htm)
approved by the instructor of the corresponding upper division course at WSU. If a lower
division course is determined not to be content equivalent to an upper division course, it will be
designated as an elective in the transfer process. Any decision to consider a lower division course
offered by a Cooperating Institution as equivalent to an upper division course offered at WSU
does not exempt transferring students from the general university graduation requirement of a
minimum of 40 semester hours of upper division (300-400 level) coursework.

**Review of Departmental Equivalency Courses**

A review of courses proposed for a direct equivalency to WSU major requirements and lower
division electives is essential. Courses presented for review by WSU should have the following
characteristics:

- Offered for academic course credit and comparable or supportive by course title and
  content to those offered by WSU.
- An academically based course that has both a sound theoretical and research foundation
  aimed at preparing students for completion of a degree in higher education, rather than a
  skill-based curriculum. Functional courses that primarily improve students’ skills through
  applied programs and workshop approaches cannot be transferred.

Decisions about the equivalency of each course will be based on the review of each course
syllabus which includes a catalog description, course objectives, textbooks, outline of topics and
planned learning experiences, and methods of evaluation. Course title or abbreviated catalog
descriptions do not provide sufficient detail for committee members to make equivalency
determinations.
### ATTACHMENT A
Articulation Planning Grid
[Specify CI] [Specify Degree Program] → Washington State University

<table>
<thead>
<tr>
<th>Cooperating Institution (CI) Course(s)</th>
<th>Semester Credit Equivalents¹</th>
<th>WSU Requirements</th>
<th>Required Semester Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>A: WSU UCORE Requirements</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>First-Year Experience</strong>: 3 semester credit hours</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Roots of Contemporary Issues [ROOT] ; HIST 105 or 305</td>
<td>3 cr.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Foundational Competencies</strong>: 9 semester credit hours</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Quantitative Reasoning [QUAN]</td>
<td>3 cr.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Written Communication [WRTG]</td>
<td>3 cr.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Communication [COMM] [WRTG]</td>
<td>3 cr.</td>
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<td></td>
</tr>
<tr>
<td><strong>Ways of Knowing</strong>: 16 semester credit hours</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Inquiry in the Social Sciences [SSCI]</td>
<td>3 cr.</td>
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<tr>
<td>Inquiry in the Humanities [HUM]</td>
<td>3 cr.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Inquiry in the creative and Professional Arts [ARTS]</td>
<td>3 cr.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Inquiry in the Natural Sciences [BSCI] [PSCI] [SCI]² ; one lab required</td>
<td>7 cr.</td>
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<td></td>
</tr>
<tr>
<td><strong>Integrative and Applied Learning</strong>: 6 semester credit hours</td>
<td></td>
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<tr>
<td>Diversity [DIVR]</td>
<td>3 cr.</td>
<td></td>
<td></td>
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<tr>
<td>Integrative Capstone [CAPS] ; 400-level</td>
<td>3 cr.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Lower-division³ UCORE Credits at WSU:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Upper-division⁴ UCORE Credits at WSU:</strong></td>
<td></td>
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<td></td>
</tr>
<tr>
<td><strong>Total UCORE Credits to be completed at WSU:</strong></td>
<td></td>
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<td></td>
</tr>
<tr>
<td><strong>B: WSU Writing Proficiency Requirements ⁵</strong></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>University Junior Writing Portfolio / Timed Essay Exam ; to be completed when a student reaches 60 semester credits</td>
<td>6 cr.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Writing in the Major [M] ; a minimum of two courses</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>C: WSU Core Program Requirements</strong></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

*Originally developed by the College of Agricultural, Human, and Natural Resource Sciences (CAHNRS)*
<table>
<thead>
<tr>
<th>Core lower-division Credits at WSU</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Core upper-division Credits at WSU</td>
<td></td>
</tr>
</tbody>
</table>

**D: Major/Option Requirements**

<table>
<thead>
<tr>
<th>Lower-division Major/Option Credits at WSU</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Upper-division Major/Option Credits at WSU</td>
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</table>

**E. Electives:**

<table>
<thead>
<tr>
<th>Lower-division Elective Credits at WSU</th>
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<tbody>
<tr>
<td>Upper-division Elective Credits at WSU</td>
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</table>

**SUMMARY:**

- **Minimum Credits for WSU degree:**
- **Total Upper-Division Credits at WSU**
- **Total Semester Credits Transferred to WSU**
- **Total UCORE Credits to be completed at WSU**
- **Total Core Credits to be completed at WSU**
- **Total Major Credits to be completed at WSU**
- **Total Elective Credits to be completed at WSU**
- **Total Credits to be completed at WSU**
- **Total Credits to complete articulated agreement**

---

1. Conversion formula for quarter to semester credits: Quarter credits x .67 = Semester Credits
2. Students have two options for completing the Inquiry in the Natural Sciences UCORE requirement: At least 7 credits divided between a biological science [BSCI] and one physical science [PSCI] and one lab OR take Science 101 [SCI] and Science 102 [SCI] with two labs (8 cr.).
3. Upper-division courses may also fulfill these requirements.
4. A minimum of 40 semester hours must be upper-division (300-400 level) credits.
5. For more information on these, refer to the WSU Writing Program website (writingprogram.wsu.edu) or the WSU Catalog (catalog.wsu.edu).
6. Minimum WSU graduation requirements are 120 total semester credits and a 2.0 overall grade point average (GPA). Each department may have specific GPA requirements.
7. The maximum combined lower-division transfer credit allowed from regionally-accredited institutions, CLEP, AP, IB, Cambridge, and military credit shall be 73 credits.

*Originally developed by the College of Agricultural, Human, and Natural Resource Sciences (CAHNRS)*
ATTACHMENT B
Term-by-Term Planning Sheet

<table>
<thead>
<tr>
<th>Cooperating Institution (CI) Course Number</th>
<th>Cooperating Institution (CI) Course Title</th>
<th>Quarter Credits</th>
<th>Semester Credits</th>
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</thead>
<tbody>
<tr>
<td><strong>Year One, Fall Quarter:</strong></td>
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**Total Credits:**

| **Year One, Winter Quarter:**            |                                          |                 |                  |
|                                          |                                          |                 |                  |
|                                          |                                          |                 |                  |
|                                          |                                          |                 |                  |

**Total Credits:**

| **Year One, Spring Quarter:**            |                                          |                 |                  |
|                                          |                                          |                 |                  |
|                                          |                                          |                 |                  |
|                                          |                                          |                 |                  |

**Total Credits:**

| **Year Two, Fall Quarter:**              |                                          |                 |                  |
|                                          |                                          |                 |                  |
|                                          |                                          |                 |                  |
|                                          |                                          |                 |                  |

**Total Credits:**

| **Year Two, Winter Quarter:**            |                                          |                 |                  |
|                                          |                                          |                 |                  |
|                                          |                                          |                 |                  |
|                                          |                                          |                 |                  |

**Total Credits:**

| **Year Two, Spring Quarter:**            |                                          |                 |                  |
|                                          |                                          |                 |                  |
|                                          |                                          |                 |                  |
|                                          |                                          |                 |                  |

**Total Credits:**

| **Year Two Total:**                     |                                          |                 |                  |
|                                          |                                          |                 |                  |
|                                          |                                          |                 |                  |
|                                          |                                          |                 |                  |

**Total Credits from Cooperating Institution (CI):**

---

8 Conversion formula for quarter to semester credits: Quarter credits x .67 = Semester Credits
MEMORANDUM OF UNDERSTANDING
between
[Specify CI]
and
the Department of [specify department]
Washington State University

[specify Cooperating Institution] and Washington State University (WSU) hereby enter into a Memorandum of Understanding (MOU) based on this Articulation Agreement for transfer students from [specify CI] to WSU with [specify type of degree from CI] degree in [specify program(s)] who follow the attached advising recommendations and matriculate into [specify type of degree from WSU] degree in [specify program(s)] at Washington State University.

This Articulation Agreement is intended to eliminate duplication of coursework and better integrate programs to ensure a more efficient pathway to graduation. The purpose of this set of advising recommendations is to provide students of [specify CI] a more efficient transfer pathway to Washington State University (WSU). Students who complete the [specify type of degree from CI] degree in [specify program(s)] with at least a 2.0 cumulative grade point average will be granted Junior standing, provided the total number of credits accepted in transfer equals at least 60 semester credits.

Transfer coursework for students completing the [specify CI] degree covered by this MOU will be applied to the Washington State University Common Requirements (UCORE), as applicable under the WSU Transfer Course Equivalency Guidelines, and to the individual degree options within the [specify department] as specified in this agreement. The transfer of credit allowed under this MOU is structured to maximize the use of [specify CI] credit applicable to each specific degree option, with up to a total of 73 semester credits of lower-division transfer credit allowed under Washington State University policy. All credit not typically applicable under the WSU Transfer Course Equivalency Guidelines applies only to the WSU degree(s) covered by this agreement. If students transfer prior to completing [specify type of degree from CI], acceptance of the courses toward a WSU degree will be based on WSU Transfer Equivalency Guidelines and may not be applicable to other WSU degree requirements.

The agreed-upon courses of study are outlined in separate attachments of this MOU. Specifically, Attachment A details the particular set of requirements to be completed at [specify CI] and Washington State University in order to earn [specify type of degree from WSU] degree in [specify program(s)]. Finally, Attachment B outlines the required term-by-term course of study as offered by [specify CI] and WSU.

Degree requirements may be changed at any time with the mutual written agreement of the participating institutions. At such time, the attachments to this MOU will be updated. Unless otherwise agreed upon by both institutions on an individual student basis, students will be responsible for the course of study at [specify CI] and Washington State University in effect at the time the student enters the [specify CI] [specify type of degree from CI] degree in [specify program(s)] specified in this MOU.
The undersigned certify this Memorandum of Understanding:

**Washington State University**

Dr. Daniel J. Bernardo,  
Interim President

Dr. Mary Wack, Vice Provost for Undergraduate Education

Dean/Associate Dean  
[Insert WSU department/program name]

Dr. __________________________, Chair/Director  
[Insert Cooperating Institution department/program name]

*use this section if the program is jointly managed by two colleges; otherwise, delete*

Dr. [Insert name of joint college dean], Dean of [Insert name of joint college]  
[Insert name of Cooperating Institution]

Dr. __________________________, President

Dr. __________________________, [insert title of program-specific authority]
APPENDIX A:  
Rationale

Washington State University shares, along with other institutions of higher education, an interest in facilitating the seamless transfer of students to WSU. Our university cares greatly about student access to higher education and wishes to make this transfer between two and four year institutions barrier-free. Guidelines and suggestions to assist with the process are provided here for WSU departments and Cooperating Institutions (CI) that are interested in developing articulation agreements.

ORIGINATING LEGISLATION OVERVIEW
Articulation agreements fulfill the provisions of RCW 28B.76.240. The State Board for Community and Technical Colleges (SBCTC) policies encourage community colleges to participate in voluntary statewide agreements regarding the transfer of academic degree programs between Washington Community Colleges and the public and private four-year institutions in the state of Washington following established transfer degree agreements where possible. The ultimate goal of these efforts allows for the development of a plan for the transfer of credits between the institutions of the Washington Community College System and between them and the constituent institutions. The Washington Student Achievement Council (WSAC), Intercollegiate Relations Commission (ICRC), the Joint Transfer Council (JTC), and the State Board for Community and Technical Colleges (SBCTC) support a plan that ensures accurate and accessible academic counseling for students considering transfer between community colleges and between community colleges and the constituent institutions. The full policy report is located at http://www.sbctc.ctc.edu/college/education/jaog_transfer_policy-report_2007.pdf.

ASSUMPTIONS AND INTENT
Articulation agreements between Washington State University and the Washington State Community College System rest upon several assumptions common to successful statewide articulation agreements.

- The primary assumption is that institutions recognize the professional integrity of other public post-secondary institutions that are regionally accredited for college transfer programs. In order for courses to be designated as approved for college transfer under this agreement they must be taught by certified staff and faculty as provided by WAC 131-16-070 through WAC 131-16-095.
- A secondary assumption is that sufficient commonality exists in the lower-division general education requirements currently offered among all universities to develop a common general education component at the community colleges for the purpose of transfer.

WSU’s University Common Requirements (UCORE) are similar to each institution's lower-division general education requirements, but is not identical in that specific courses may differ. The underlying concept is that competencies and understandings developed by general education programs as a whole are more important than individual courses; therefore, the transfer of a core is important. The requirements of the receiving institutions remain in effect for all students not participating in this comprehensive articulation agreement; any upper-division requirements and graduation requirements remain unaffected by this agreement.

Originally developed by the College of Agricultural, Human, and Natural Resource Sciences (CAHNRS)
APPENDIX B:
Resources and Directory

Pullman Campus:

<table>
<thead>
<tr>
<th>Contact Name and Position</th>
<th>Specialty</th>
<th>Office</th>
<th>Phone Number</th>
<th>E-mail Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Susan Poch, Assistant Vice Provost, Director of Transfer Clearinghouse</td>
<td>Student Success and Transition</td>
<td>Lighty, 190E</td>
<td>(509)-335-6037</td>
<td><a href="mailto:poch@wsu.edu">poch@wsu.edu</a></td>
</tr>
<tr>
<td>Waylon Safranski, Ed.M.</td>
<td>Transfer</td>
<td>Lighty 190</td>
<td>(509)-335-8704</td>
<td><a href="mailto:wski@wsu.edu">wski@wsu.edu</a></td>
</tr>
<tr>
<td>Liz Hobbs</td>
<td>Admissions</td>
<td>Lighty 307</td>
<td>(509)-335-5586</td>
<td><a href="mailto:ehobbs@wsu.edu">ehobbs@wsu.edu</a></td>
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WSU Tri-Cities:

<table>
<thead>
<tr>
<th>Contact Name and Position</th>
<th>Specialty</th>
<th>Office</th>
<th>Phone Number</th>
<th>E-mail Address</th>
</tr>
</thead>
</table>

WSU Vancouver:

<table>
<thead>
<tr>
<th>Contact Name and Position</th>
<th>Specialty</th>
<th>Office</th>
<th>Phone Number</th>
<th>E-mail Address</th>
</tr>
</thead>
</table>

WSU Spokane:

<table>
<thead>
<tr>
<th>Contact Name and Position</th>
<th>Specialty</th>
<th>Office</th>
<th>Phone Number</th>
<th>E-mail Address</th>
</tr>
</thead>
</table>
Website Resources: