



## DEGREE COMPLETION TRANSFER AGREEMENT

**Between Butler University and  
Camden County College**

### **I. Statement of Purpose**

This Degree Completion Transfer Agreement ("Agreement") is entered into between Butler University ("Butler" or "University"), a private institution of higher education organized and existing under the laws of the State of Indiana, located at 4600 Sunset Avenue, Indianapolis, IN 46208, and Camden County College, located at 200 College Drive, Blackwood, New Jersey, 08012. Throughout this Agreement, Butler University and Camden County College may be individually referred to as "Party" and collectively as "Parties."

The purpose of this Agreement is to establish a pathway for students who have earned Associate of Arts (A.A.) or Associate of Science (A.S.) degrees at Camden County College to transfer blocks of credits into Butler's Bachelor of Science in Organizational Leadership, a degree completion program. The Agreement is designed to make it simpler, faster, and more cost-effective for such students to complete bachelor's degrees at Butler University. Throughout this Agreement, eligible students seeking credit transfer under this Agreement will be referred to as "Student" or "Students."

Students will be eligible for credit transfer under this Agreement effective November 3, 2025.

### **II. Recitals**

WHEREAS the Parties desire to enter into an agreement in which the Parties will work together to provide educational opportunities and academic pathways to allow Students who have completed certain associate's degrees at Camden County College to further their studies at Butler University; AND

WHEREAS the Parties enter into this Agreement to set forth working arrangements that each of the Parties agree are necessary to further the quality, affordability, and accessibility of higher education; AND

NOW, THEREFORE, the Parties enter into this Agreement to provide seamless credit transfer to advance the educational mission of both Camden County College and Butler University.

### **III. Transfer Agreement**

1. Subject to the requirements of paragraph 2, below, graduates of Camden County College's A.A. or A.S. programs may transfer and apply a block of 60 semester credit hours (the "Block") toward Butler University's Bachelor of Science in Organizational Leadership. The Block fulfills the following Core Curriculum requirements at Butler:
  - a. First-Year Seminar (FYS)
  - b. Areas of Inquiry
    - i. Analytic Reasoning (AR)
    - ii. The Natural World (NW)
    - iii. Perspectives in the Creative Arts (PCA)
    - iv. Well-Being (WB)
    - v. The Social World (SW)
    - vi. Texts and Ideas (TI)
  - c. Butler Cultural Requirement (BCR)

Subject to the requirements of paragraph 2 below, graduates of Camden County College's A.A.S. programs may transfer and apply a block of 60 semester credit hours (the "Block") toward Butler University's Bachelor of Science in Organizational Leadership. Courses within this Block will be reviewed individually to determine their alignment with Butler's Core Curriculum requirements outlined above. In cases where one or more Core Curriculum requirements are not met through transfer coursework, students will be required to complete the remaining Core Curriculum areas in addition to the program requirements.

2. Students are eligible to transfer the Block and gain admission with junior standing to Butler University subject to the following conditions:
  - a. Student must submit a completed application for admission and satisfy all eligibility requirements for admission to the University.
  - b. Transfer credit will be granted only for coursework with a grade of C- or better. Some academic programs require a minimum grade of C for credits to be applied toward Student's major or minor. Coursework not meeting



those requirements will not be transferred and the number of credits in the Block will be reduced accordingly.

- c. Student must have earned a cumulative grade point average of 2.0 or higher on a 4-point scale, or equivalent, in their previous coursework at Camden County College.
3. Students will complete all remaining coursework to fulfill bachelor's degree requirements for the Bachelor of Science in Organizational Leadership at Butler.
  - a. The requirements for Bachelor of Science in Organizational Leadership at the time of the execution of this Agreement are set forth in Addendum One and are incorporated herein.
  - b. In order to complete the credit hour requirements for the award of the bachelor's degree, Student must meet the graduation requirements approved by Butler University at the time of Student's admission.
  - c. Butler expressly reserves the right to change the degree requirements for academic majors and minors from time to time as may be appropriate.
  - d. Each institution agrees to promptly inform the other of any substantive changes in academic requirements, course or program of study, or any other change that may affect this Agreement.
  - e. Butler and Camden County College agree to provide annual updates, at a date mutually agreed upon by the parties, on newly added or approved courses to be considered for credit transfer acceptance.
4. Butler has full, final, and complete discretion and authority on all decisions related to admissions, enrollment, and tuition discounts.
5. Credit-related determinations are made at the sole discretion of Butler's registrar in consultation with faculty within the academic program.
6. Once enrolled, Students are required to comply with all applicable Butler University academic policies and the student code of conduct.

#### **IV. Financial and Marketing Rights and Responsibilities**

1. The Parties agree that there is mutual benefit to the marketing of Butler's programs to Camden County College's various constituents. As such, the Parties each agree to assume certain responsibilities for the broad marketing and recruitment to Butler's programs.

2. Butler will waive application fees for Camden County College's students, alumni, and employees who apply to the following degree program(s):
  - a. Bachelor of Science in Organizational Leadership
3. Butler will grant an award equivalent to 10% of the total tuition cost for the following degree programs to Camden County College's students, alumni, and employees, contingent upon their admission to the program:
  - a. Bachelor of Science in Organizational Leadership
4. Camden County College will broadly disseminate information about this Agreement through channels mutually agreed upon by both parties. Examples of such channels include the Camden County College and Butler University websites, email announcements, newsletters, and social media.
5. Camden County College will provide opportunities for Butler to participate in recruitment events hosted by Camden County College.
6. The Parties agree that Camden County College responsibilities do not include any recruitment on behalf of Butler and that the benefits of the tuition reduction and waived application fee flow solely and directly to Student and not to Camden County College. The Parties further agree that Camden County College is not entitled to any incentive compensation under this Agreement.

#### **V. Term and Termination**

1. This Agreement becomes effective when the last signature has been affixed and will remain in effect for three (3) years from that date. After three (3) years, the Agreement may be renewed with or without modification by mutual agreement of both Camden County College and Butler. Any modifications agreed upon at the time of renewal must be evidenced in writing.
2. Either Party may elect to terminate or withdraw from this Agreement early provided that written notice of intention to terminate or withdraw from this Agreement is submitted by the academic head of the withdrawing institution at least one academic semester before the proposed date of termination or withdrawal. Students already attending Butler at the time of termination of this Agreement will be permitted to continue under the terms of this Agreement so long as their academic performance remains in good standing.

#### **VI. General Provisions**



- 1. Data Exchange.** The Parties acknowledge and agree that any student data and information exchanged between the Parties must be exchanged in compliance with the Family Education Rights and Privacy Act, 20 U.S.C. § 1232(g) and the regulations promulgated thereunder, 34 CFR pt. 99, as each may be amended from time to time ("FERPA"). Pursuant to FERPA, protected student information and data may be exchanged between Parties without obtaining prior written consent of the student, where the student seeks or intends to enroll, or where the student is already enrolled, if the disclosure is for the purposes related to the student's enrollment or transfer, as defined in 20 U.S.C. § 1232g(b)(1)(B) and 34 CFR § 99.31(a)(2).
- 2. Marks and Intellectual Property.** Each Party understands and agrees that all names, trademarks, service marks, logos, symbols, slogans, domain names, and trade names (collectively "Marks") are the properties of their respective owners. A Party's Marks may only be used with that Party's prior written consent which shall not be unreasonably withheld, conditioned, or delayed. Prior written consent must also be obtained for any materials produced and distributed by a Party which contain the name, image, and likeness of the other Party (including its students, employees, directors, officers, or agents) and/or specifically reference this Agreement and/or makes a general representation about the other Party's institution. Except as otherwise provided herein, each Party owns and retains all rights, title, and interest worldwide to its respective Marks.
- 3. Assignment.** Neither Party may assign or transfer its rights or obligations under this Agreement without prior written consent of the other Party. In no event shall the use of Butler's Marks be assigned to a parent, affiliate, or successor company formed by the merger or reorganization or similar corporate transaction of either institution with another company, organization, or institution.
- 4. Governing Law and Venue.** The parties agree this contract is written and is to be interpreted solely in accordance with New Jersey law, without regard to conflicts of laws; and they consent to exclusive jurisdiction and venue in the Superior Courts of the State of New Jersey, Camden vicinage.
- 5. Entire Agreement.** This Agreement constitutes the entire agreement between the Parties and supersedes all previous negotiations and agreements, written or oral, between the Parties with respect to the subject matter hereof.

- 6. Modification or Amendment.** This Agreement may not be amended or modified except by a written instrument executed by both Parties.
- 7. Severability.** The invalidity or illegality of any part of this Agreement shall not affect the validity or force of any other part hereof.
- 8. No Financial Implication.** No financial implications concerning the transfer or exchange of cash, equipment, or real estate between the Parties is intended or implied by this Agreement. Butler and Camden County College are separate and independent institutions of higher education and intend to remain so. The administrators of both Parties are authorized to prepare and implement plans of actions and procedures necessary to affect this Agreement.
- 9. Compliance with Laws and Policies.** Each Party and its directors, officers, shareholders, members, principals, participants, employees, and agents shall comply with applicable laws, ordinances, regulations, and codes, including but not limited to, the Health Insurance Portability and Accountability Act ("HIPAA"); Title VI of the Civil Rights Act of 1964, as amended; Title VII of the Civil Rights Act; Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975; and the Americans with Disabilities Act of 1990, as amended. Notwithstanding the foregoing, the Parties understand and agree that nothing herein shall impose upon a Party the duty to comply with laws, rules, and regulations to which they are not otherwise subject.
- 10. Force Majeure.** Neither Party will be liable for failure to perform any obligation under this Agreement if such failure is directly caused by a Force Majeure event. A "Force Majeure Event" shall mean an event or circumstance that is beyond the reasonable control and without the fault or negligence of the Party impacted, and that could not have been prevented by the reasonable diligence of the Party. Without in any way limiting the foregoing, a Force Majeure Event may include, but is not restricted to, acts of God or of a public enemy, acts of the Government in either its sovereign or contractual capacity, war, riots, fires, floods, epidemics or pandemics, mass health issues or disease, quarantine restrictions, strikes or labor difficulties, civil tumult, freight embargoes, natural disasters, unusually severe weather, a failure or disruption of utilities or critical electronic systems, acts of terrorism, mass shootings, or other emergencies that disrupt a Party's operations.



**11. Notice.** All notices, consents, waivers, and other communications hereunder shall be in writing and addressed to the Parties. Notice(s) shall be directed to the appropriate Party at the following addresses:

To CCC:  
Camden County College  
General Counsel  
Roosevelt Hall Rm 225  
200 College Drive  
Blackwood, New Jersey, 08012 - 0200

With a cc to:  
Dr. Sarah Iepson, Vice President of Academic Affairs  
Roosevelt Hall  
200 College Dr.  
Blackwood, NJ 08012-0200

Butler University  
Office of General Counsel  
4600 Sunset Avenue  
Indianapolis, IN 46208  
(317) 940-8533  
[Caigotti@butler.edu](mailto:Caigotti@butler.edu)

**12. Limited Relationship.** This Agreement does not create a partnership, joint venture, or agency relationship between the Parties. It does not create any fiduciary or other obligation between the Parties, except those expressly set forth. Neither Party shall have the authority to obligate or bind the other or to make any representations on behalf of the other. Each Party acknowledges that the relationship hereunder is non-exclusive and in no way prohibits either Party from participating in similar activities with other public or private agencies, organizations, or individuals.

**13. Counterparts.** This Agreement shall be effective upon the signature of both parties. This Agreement may be executed in multiple counterparts, each of which shall be deemed an original, but all of which together shall be deemed to be one and the same agreement. An electronically signed copy of this Agreement delivered by email or other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original signed copy.

Signatures appear on following page.

**Camden County College**

Signature: \_\_\_\_\_

Printed Name: Lovell Pugh-Bassett, Ph.D.

Title: President

Date: 11/19/25

Signature: \_\_\_\_\_

Printed Name: Sarah Iepson, Ph.D.

Title: Vice President for Academic Affairs, Acting

Date: 11-18-25

**Butler University**

Signed by:

Signature: \_\_\_\_\_

Jay Howard

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Printed Name: Jay Howard, PhD

Title: Provost and Vice President for Academic Affairs

Date: 1/6/2026

Signed by:

Signature: \_\_\_\_\_

Joe Valenzano

38C200185753479...

Printed Name: Joseph Valenzano, PhD

Title: Dean, College of Communication

Date: 1/6/2026