

## **TRITON COLLEGE GUIDELINES FOR JOINT AGREEMENT**

Triton College participates in the Comprehensive Agreement Regarding the Expansion of Educational Resources (CAREER), which allows students interested in completing an Associate of Applied Science or certificate program not offered at their home community college to receive in-district tuition at another participating community college with proper documentation and approval.

### **1. DEFINITION OF A RESIDENT**

A resident is a person whose residence has been determined to be within the Triton College District; Community College district #504.

### **2. DEFINITION OF A PROGRAM**

A program is a sequence of courses that would lead a student to graduate with a Certificate or Associate in Applied Science (AAS) Degree. Individual courses, Adult Education, Continuing Education, and non-credit offerings are not considered programs for Joint Agreement approval.

### **3. DETERMINING WHETHER A PROGRAM IS OFFERED BY TRITON COLLEGE**

If a program is offered by us, Triton College, a Joint Agreement will not be authorized. For questionable programs, determination is made by the Office of the Dean of that specific academic area. If Triton College offers a comparable/similar program, no Joint Agreement is authorized.

### **4. JOINT AGREEMENT PROGRAMS**

If the program desired is not offered by Triton College, but is offered at another public Illinois community college participating in CAREER, the student may complete a Joint Agreement Form for approval to attend the other college at the in-district rate. If two or more schools are part of the agreement covering the same program, the student may complete a Joint Agreement form to apply for attendance at any of the colleges participating.

### **5. DISTANCE AND INCONVENIENCE**

Distance and inconvenience are not grounds for approval of a Joint Agreement. Schedule conflicts such as time of day, day of the week, etc. does not merit approval for a Joint Agreement.

### **6. LIMIT ON NUMBER OF PROGRAMS PER APPLICANT**

A student may only be approved for one Joint Agreement program at any given time.

### **7. CONTINUITY OF AUTHORIZATION**

If Triton College has authorized a Joint Agreement for the first year of a program in another district, and subsequently Triton College develops a comparable program, the student is not required to transfer back to Triton to complete the program. If a student should withdraw from a program requiring a Joint Agreement and Triton has implemented the same program, a Joint Agreement will not be renewed and the student must attend Triton. If a student moves from the Triton district while on an approved Joint Agreement, the Joint Agreement will be valid only for the remaining unexpired semesters.

### **8. DATE FOR FILING APPLICATIONS**

Applications for Joint Agreement must be filed with Triton College at least 30 calendar days prior to the start of the semester. If a student is applying for a selected admission type program, usually in health careers, the student can show an acceptance letter if accepted after the 30 calendar day rule. A Joint Agreement is valid for one academic year, usually consisting of Fall, Spring, and Summer sessions depending on the student's Joint Agreement filing date. A Joint Agreement must be renewed every Fall if the student wants to continue their program of study for another year.