

Collaboration Agreement for Northeast Wisconsin Technical College and Silver Lake College

Northeast Wisconsin Technical College, Green Bay, WI, and Silver Lake College, Manitowoc, WI, have collaborated in order to allow full-time and adjunct faculty of NWTC the opportunity to complete Wisconsin Technical College System (WTCS)/Faculty Quality Assurance System (FQAS) competencies while earning undergraduate/graduate credit. As a faculty member of NWTC, Silver Lake College offers undergraduate/graduate credit at a reduced rate of \$220 per credit (effective May 1, 2016).

<i>Silver Lake College and WTCS/FQAS Collaboration</i>		
<i>FQAS Competency/NWTC Offering</i>	<i>Silver Lake College Undergraduate Courses (2 credits each)</i>	<i>Silver Lake College Graduate Equivalency (2 credits each)</i>
Course Design/Course Construction	BUS 280 Special Topics: <i>Course Design</i>	BUS 544 <i>Performance-Based Course Construction</i>
Teaching Methods and Technology	BUS 280 Special Topics: <i>Teaching Methods and Technology</i>	BUS 546 <i>Tools & Techniques of Adult Instruction</i>
Assessment/Educational Evaluation	BUS 280 Special Topics: <i>Assessment</i>	BUS 547 <i>Measurement & Evaluation of Adult Learning</i>
Embracing Diversity/Living Inclusively	BUS 280 Special Topics: <i>Embracing Diversity</i>	BUS 549 <i>Managing Diversity in the Classroom</i>
Teaching Methods 2.0	BUS 280 Special Topics: <i>Teaching Methods 2.0</i>	BUS 580 Special Topics: <i>Teaching Methods 2.0</i>
Educational Evaluation 2.0	BUS 280 Special Topics: <i>Educational Evaluation 2.0</i>	BUS 580 Special Topics: <i>Educational Evaluation 2.0</i>
Teaching Inclusively	BUS 280 Special Topics: <i>Teaching Inclusively</i>	BUS 580 Special Topics: <i>Teaching Inclusively</i>

1. Undergraduate credit: The WTCS/FQAS courses may be taken for undergraduate credit and applied to a Silver Lake College Bachelor's Degree. The number of credits applied toward program requirements are determined by the program.
2. Graduate credit: The WTCS/FQAS courses may be taken for graduate credit and be applied to the Master of Science in Management and Organizational Development (MOD) or Master of Arts in Education: Teacher Leadership (TL) program at Silver Lake College. The number of credits applied toward program requirements are determined by the program.

Enrollment and Registration

Participants in NWTC's internal WTCS/FQAS courses who wish to receive undergraduate/graduate credit from Silver Lake College must register internally through the Training and Development Office at NWTC and also apply and register with Silver Lake College. The application process for SLC involves the following:

- New students: Complete a free online application at www.sl.edu.
- All students: Complete the attached SLC registration form for the type of credit he/she will be taking.
- Submit registration form to Jodi.popp@sl.edu or mail to:

***Jodi Popp
Silver Lake College
2406 South Alverno Road
Manitowoc, WI 54220-9943***

Enrollment for undergraduate or graduate credit is official at time of registration and the credit type cannot be changed following one week from the published, official start date of the course. Once the enrollment status is final, students are not able to convert these credits to undergraduate or graduate credit at a later date.

A registration form must be completed and submitted to Silver Lake College each semester that the student wishes to earn credit through completion of a WTCS/FQAS course. The registration form is attached for undergraduate and graduate program(s).

Enrollment in a WTCS/FQAS Course:

Once the student is enrolled in a WTCS/FQAS course through Silver Lake College, he/she is considered an official student of the College and is subject to the policies and procedures of the College.

If the student is completing this course for personal development and is not planning to enter an undergraduate or graduate program, he/she is considered a "special" student (i.e., non-degree seeking), and is not required to follow the undergraduate/graduate program admission requirements.

If the student is planning to enter the undergraduate/graduate program, his/her status will change from "special" to "degree seeking". Students planning to enter an undergraduate/graduate program must make a formal application to the degree program following completion of the third WTCS/FQAS course (6 credits).

Whether student is degree or nondegree seeking, he/she is subject to the policies and procedures of SLC as outlined in the Academic Bulletin. The current bulletin can be found at:

http://cdn2.hubspot.net/hub/436361/file-2571240095-pdf/sl-site-files/Undergraduate_Program/ACADEMICS-Academic-Bulletin-2014-2015-rev.pdf?t=1441214704471

Withdrawal from course: If enrolled in a WTCS/FQAS course for Silver Lake College credit and the student wishes to withdraw from the class, the student MUST contact the Registrar's Office at Silver Lake College to officially withdraw. There may be financial and/or academic penalties for withdrawing.

Tuition Refund Policy - Amount of refund depends upon when the Registrar is notified of credit changes:

Within 7 days of start of course*.....	100% refund
Up to 25% of course completed**	75% refund
Over 25% of course completed**	No refund

**Does not apply to short courses (weekend, one-week, etc.)*

***Based on start date and end date*

Grade Reports

The student portal provides students with online academic information/records, (i.e., final grades, unofficial transcripts, biographical information, etc.) via the internet. The student will receive a login and password through the mail once he/she is registered. Silver Lake College will not send a paper copy of grades. ***Please retain the login and password for future access to online academic information/records.***

Official Transcripts:

Transcripts can be requested by completing the appropriate transcript request form and paying the requisite fee. The transcript request can be found at:

http://info.sl.edu/hubfs/SLC_transcript_request.pdf?t=1441214704471

SILVER LAKE COLLEGE CONTACT INFORMATION:

For all inquiries, students may call toll free 1-800-236-4752.

Questions regarding the application/registration process through Silver Lake College:

Jodi Popp

920-686-6188

Fax: 920-684-7082

Jodi.popp@sl.edu

If payment does not accompany registration please send to:

JoAnn Johnson, Student Accounts Manager

Silver Lake College of the Holy Family

2406 South Alverno Road

Manitowoc, WI 54220

920-686-6159

Joann.johnson@sl.edu

Questions regarding registration, grades and transcripts:

Office of the Registrar

920-686-6175

Questions regarding eligibility for financial aid:

Office of Financial Aid

920-686-6175

financialaid@sl.edu

Silver Lake College – Graduate Credit

Special Non-Degree Registration Form for WTCS/FQAS Courses/Special Arrangement

Submit this form with required payment to:

Silver Lake College, Attn: Jodi Popp
 2406 South Alverno Road
 Manitowoc, WI 54220
 Fax: 920-684-7082
Jodi.popp@sl.edu

Name: _____

Address: _____

City/State/Zip: _____ Date of Birth _____

Home Phone: _____ Work Phone: _____

Social Security #: _____ E-mail: _____

I am a faculty/staff member at:

- Northeast Wisconsin Technical College – Green Bay/Marinette/Sturgeon Bay
- Department of Corrections/Oshkosh Correctional Institute/Redgranite Correctional Institute/Wisconsin Resource Center

I have taken previous graduate courses at Silver Lake College: ____ Yes ____ No

I have a Bachelor's/Undergraduate Degree from _____ (College/University)

WTCS adjunct and/or full-time faculty MUST have a bachelor's degree from an accredited college/university prior to registering for graduate credit.

The student may apply to take any/all WTCS/FQAS courses for credit. All blanks must be filled in for the appropriate course (dates, location). Special graduate credit rate is: \$220 per credit. Tuition rates are subject to change.

WTCS/FQAS Competency and SLC Course Equivalency <i>(Please choose which course(s) you are completing for graduate credit)</i>	Dates	Location
<input type="checkbox"/> BUS 544 Performance-Based Course Construction	_____	_____
<input type="checkbox"/> BUS 546 Tools & Techniques of Adult Instruction	_____	_____
<input type="checkbox"/> BUS 543 Adult Development & Learning Theory	_____	_____
<input type="checkbox"/> BUS 547 Measurement & Evaluation of Adult Learning	_____	_____
<input type="checkbox"/> BUS 549 Managing Diversity in the Classroom	_____	_____
<input type="checkbox"/> BUS 580 Special Topics: Teaching Methods 2.0	_____	_____
<input type="checkbox"/> BUS 580 Special Topics: Educational Evaluation 2.0	_____	_____
<input type="checkbox"/> BUS 580 Special Topics: Living Inclusively	_____	_____
<input type="checkbox"/> BUS 580 Special Topics: Teaching Inclusively	_____	_____

Silver Lake College admits all students regardless of sex, race, color, creed, disability, veteran status, or national origin as defined by law. I understand I will be expected to abide by all rules and regulations of Silver Lake College. I certify all information on this application is complete and accurate to the best of my knowledge. I understand that falsification may result in denial of admission or dismissal.

Signature: _____ Date: _____

Amount Enclosed: \$ _____ Payment made by: ____ Check ____ Visa ____ MasterCard

Please call JoAnn Johnson at the Student Accounts Office (1-800-236-4752, ext. 159) or provide the following:

Account #: _____ Expiration Date: _____

Silver Lake College – Undergraduate Credit

Special Non-Degree Registration Form for WTCS/FQAS Courses/Special Arrangement

Submit this form with required payment to:

*Silver Lake College, Attn: Jodi Popp
2406 South Alverno Road
Manitowoc, WI 54220
Fax: 920-684-7082
Jodi.popp@sl.edu*

Name: _____

Address: _____

City/State/Zip: _____ **Date of Birth** _____

Home Phone: _____ **Work Phone:** _____

Social Security #: _____ **E-mail:** _____

I am a faculty/staff member at:

- Northeast Wisconsin Technical College – Green Bay/Marinette/Sturgeon Bay
- Department of Corrections/Oshkosh Correctional Institute/Redgranite Correctional Institute/Wisconsin Resource Center

I have taken previous undergraduate courses at Silver Lake College: ____ Yes ____ No

I have an Associate's Degree/college credits from _____ **(College/University)**

The student may apply to take any/all WTCS/FQAS courses for credit. All blanks must be filled in for the appropriate course (dates, location). Special undergraduate credit rate is \$220 per credit. Tuition rates are subject to change.

<i>WTCS/FQAS Competency and SLC Course Equivalency (Please choose which course(s) you are completing for undergraduate credit)</i>	<i>Dates</i>	<i>Location</i>
<input type="checkbox"/> BUS 280 Special Topics: Course Design/Course Construction	_____	_____
<input type="checkbox"/> BUS 280 Special Topics: Teaching Methods and Technology	_____	_____
<input type="checkbox"/> BUS 280 Special Topics: Assessment	_____	_____
<input type="checkbox"/> BUS 280 Special Topics: Embracing Diversity/Living Inclusively	_____	_____
<input type="checkbox"/> BUS 280 Special Topics: Teaching Methods 2.0	_____	_____
<input type="checkbox"/> BUS 280 Special Topics: Educational Evaluation 2.0	_____	_____
<input type="checkbox"/> BUS 280 Special Topics: Living Inclusively	_____	_____
<input type="checkbox"/> BUS 280 Special Topics: Teaching Inclusively	_____	_____

Silver Lake College admits all students regardless of sex, race, color, creed, disability, veteran status, or national origin as defined by law. I understand I will be expected to abide by all rules and regulations of Silver Lake College. I certify all information on this application is complete and accurate to the best of my knowledge. I understand that falsification may result in denial of admission or dismissal.

Signature: _____ **Date:** _____

Amount Enclosed: \$ _____ **Payment made by:** ____ Check ____ Visa ____ MasterCard

Please call JoAnn Johnson in the Student Accounts Office (1-800-236-4752, ext. 159) or provide the following:

Account #: _____ **Expiration Date:** _____