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# ARTICULATION MEMORANDUM OF UNDERSTANDING

## BETWEEN

COLUMBIA SOUTHERN UNIVERSITY  
21982 University Lane, Orange Beach, Alabama 36561

## AND

SONORAN DESERT INSTITUTE  
1555 W. University Drive #103, Tempe, Arizona 85281

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### 1. PURPOSE

The purpose of this Memorandum of Understanding (MOU) between **Columbia Southern University (CSU)** and **Sonoran Desert Institute (SDI)** is to establish criteria for a transfer credit and program acceptance agreement.

### 2. FACILITATE COOPERATION

#### A. CSU and SDI mutually agree to:

1. Identify a point of contact, respectively, to coordinate the review of coursework and determine transfer of credit to **CSU** programs.
2. Provide a depiction of respective logos and approved text and authorize the other Party to use such logos and text to promote the programs, provided the respective materials are approved in writing by the Parties. Use of materials, approved or otherwise, outside of the agreement is expressly prohibited without prior authorization and written consent.
3. Inform students that tuition, fees, and other costs shall be received directly from the student. **SDI** is not responsible to pay any student tuition, fees, or other costs.

#### B. CSU shall:

1. Provide **SDI** students and graduates with **CSU** degree program requirements. Program information is located publicly on the **CSU** website and in the **CSU** university catalog. All **CSU** associate and bachelor's degree courses and programs, including those newly developed in the future, are eligible for credit consideration and review by the appropriate **CSU** authority.

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## COLUMBIA SOUTHERN UNIVERSITY

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2. Provide **SDI** students and graduates with **CSU**'s admission requirements, and institutional policies and procedures. **SDI** students and graduates are required to follow all **CSU** requirements, policies, and procedures for all degree programs.
3. Provide **SDI** students, faculty, staff, and their families with a **Learning Partnership** discount of 10% for academic courses taken at **CSU**.
4. Deploy a Partner-specific landing page with instructions and transfer credit requirements for prospective students.
5. Reserve the right to modify degree program requirements at any time to preserve the University's best practices and program integrity. **CSU** policies, regulations, procedures and curricula are subject to change without prior notice, if necessary, to keep the University in compliance with accrediting and regulatory guidelines.

C. **SDI** shall:

1. Provide, upon **CSU**'s request and for the purposes of determining applicability to **CSU** degree programs, all **SDI** materials, instructor qualifications, and copies of all current certifications. This does not include the following.
  - a. Instructor personal notes.
  - b. Student examination and assessment instruments.
  - c. Proprietary material from a third party and used by **SDI**, provided the material can be reasonably excluded or extracted without significant impact to the lesson.
  - d. Confidential personnel records not subject to disclosure pursuant to state or federal law.
2. Notify **CSU** of any course changes that affect this **MOU**, including courses that are added, dropped, or modified.
3. Inform **SDI** students and graduates of the terms of this **MOU** and provide the **CSU** partner-specific URL.

### 3. APPLICABILITY, REVIEW, AND EFFECTIVE DATE

- A. **Applicability:** This **MOU** applies to both parties and to any and all of their respective employees, agents, and consultants involved in course design, maintenance, documentation, and delivery, as well as evaluation of course materials and students. Nothing in this **MOU** shall take precedence or negate in any way the policy, directives, and procedures of the respective signatory. Conflicts between this document and any other guidance shall be referred to the respective point of contact for resolution. If a satisfactory resolution cannot be achieved at this level, the responsible points of contact shall refer the matter to the signatories of this **MOU** through their respective channels.
- B. When requested by either party, the parties will convene to consider whether this **MOU** remains beneficial to both parties and will consider all potential modifications or updates to optimize the **MOU**.
- C. This **MOU** is effective upon acceptance of both parties, as indicated by the authorized signatures below.

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### 4. VOLUNTARY CHARACTER OF RELATIONSHIP

Each Party:

- A. Acknowledges their voluntary participation in this cooperative arrangement and in doing so imposes no obligation to expend money or other resources beyond the simple administrative actions outlined in this **MOU**.
- B. Agrees to bear its own cost of participation in this **MOU**. All costs incurred under this **MOU** are gratuitously rendered and will not result in a charge or obligation to the other Party.
- C. Agrees the relationship of the Parties under this **MOU** and any resulting written agreements shall be that of independent contractors, and neither Party shall be deemed, nor shall hold itself out as being, a partner, broker, employee, servant, or agent of the other Party.
- D. Agrees neither Party shall be liable for the acts, statements, or representations of the other which in any way relate to this **MOU**.

### 5. TERMINATION

Either Party, without cause, may terminate this **MOU** with a 90-day written notice to the other Party.

- A. Upon notice of termination, both Parties will update their respective websites within 30 calendar days of the termination date.
- B. **CSU** agrees to accept validated transfer credits presented to **CSU** by a student through the close of business on the termination date.
- C. Notwithstanding the foregoing, either Party may immediately terminate this agreement in the event that participation under the agreement gives rise to a violation of any requirement of federal or state law, regulation, or the requirements of any accrediting agency having jurisdiction.

**Signatories**

**Columbia Southern University**

**Sonoran Desert Institute**

Janell Gibson Digitally signed by Janell Gibson  
Date: 2023.05.15 11:02:14 -05'00'

**Provost and Chief Academic Officer** Date

**Chief Academic Officer** Date

APPENDIX			
Sonoran Desert Institute (SDI): Firearms Technology and Gunsmithing Courses	SDI Credits	Columbia Southern University (CSU) Undergraduate Course Equivalency*	CSU Credits*
<b>General Education Courses</b>			
AGT 100 American Government	3	POL 2301 United States Government	3
ENG 101 English Composition I	3	ENG 1301 English Composition I	3
ENS 100 Environmental Science	3	BIO 1302 Ecology and the Environment	3
PSY 101 Introduction to Psychology	3	PSY 1301 General Psychology	3
SCI 101 Introduction to Physical Science	3	PHY 1301 Physics I	3
<b>Business Courses</b>			
BSM 100 Business Mathematics	3	Open Electives	3
BUS 101 Introduction to Business	3	BUS 2301 Introduction to Business	3
FTE 225 Developing a Business Plan	4	Open Electives	4
FTT 240 Shooting Sports Management	3	Open Electives	3
<b>Criminal Justice Courses</b>			
BBS 100 Basic Ballistics	3	Criminal Justice Program Electives or Open Electives	3
BBS 200 Advanced Ballistics	3	Criminal Justice Program Electives or Open Electives	3
FTE 209 The Pistol Caliber Carbine	4	Criminal Justice Program Electives or Open Electives	4
FTE 210 AR-10 Advanced Armorer	4	Criminal Justice Program Electives or Open Electives	4
FTE 211 1911 Advanced Armorer	4	Criminal Justice Program Electives or Open Electives	4
FTE 215 AR-15 Advanced Armorer	4	Criminal Justice Program Electives or Open Electives	4
FTE 217 Modern Sporting Rifle	4	Criminal Justice Program Electives or Open Electives	4
FTE 218 Pump Shotgun Armorer	4	Criminal Justice Program Electives or Open Electives	4
FTT 100 Introduction to Firearms	3	Criminal Justice Program Electives or Open Electives	3
FTT 104 Gunsmithing Tools Lab	2	Criminal Justice Program Electives or Open Electives	2
FTT 111 Firearms Inspection and Troubleshooting	4	Criminal Justice Program Electives or Open Electives	4
FTT 114 Custom Kydex Lab	2	Criminal Justice Program Electives or	2

		Open Electives	
FTT 122 Introduction to Ammunition and Basic Ballistics	3	Criminal Justice Program Electives or Open Electives	3
FTT 201 Firearms Finishes and Engraving	4	Criminal Justice Program Electives or Open Electives	4
FTT 210 Customizing and Woodworking	4	Criminal Justice Program Electives or Open Electives	4
FTT 214 Hand Checkering Lab	2	Criminal Justice Program Electives or Open Electives	2
FTT 221 Sights, Optics, and Accuracy	4	Criminal Justice Program Electives or Open Electives	4
FTT 231 Machining and Manufacturing of Firearms	3	Criminal Justice Program Electives or Open Electives	3

\* Transfer Credit/General Notes:

- SDI general education courses can potentially transfer toward CSU general education requirements, as outlined in this agreement, or Open Electives. SDI courses that do not fit CSU's general education categories will be reviewed for possible Open Electives credit.
- General Psychology is required in CSU Criminal Justice undergraduate degree programs.
- English Composition courses may only transfer with a grade of "C" or higher.
- Direct transfer credit for a Major Requirements, Program Electives, and General Education course requires the transfer course to be a minimum of 3 semester hours. Any credit remaining after transferring 3 semester hours to a CSU course will be considered for transfer to Open Electives.
- Credit is only transferred in multiples of 3 semester hours to all CSU degree categories except Open Electives. Any SDI course worth 4 or more semester hours but only given 3 semester hours for chart purposes would be reviewed for the full credit designated by SDI, subject to program director approval.
- Credit awarded is subject to degree requirements at the time of enrollment and current transfer credit policy, which are subject to change.
- CSU is in the process of converting to new course numbers and anticipates completion by the end of 2023.
- The actual number of transfer credit hours awarded (and therefore the number of hours to be completed at CSU) will be based on actual courses completed successfully at SDI which there exists a CSU equivalent and could be more or less than the number of transfer credits in the example above. Please note, CSU accepts a maximum of 45 semester hours of transfer credit in the associate's degree program and 90 semester hours of transfer credit in the bachelor's degree program.