

MEMORANDUM OF AGREEMENT
By and Between
Bowling Green State University
and
Glenville State University

THIS MEMORANDUM OF AGREEMENT (the “Agreement”) is entered into on this 23 day of June 2025 by and between Bowling Green State University, an institution of higher education established pursuant to Chapter 3341 of the Ohio Revised Code (“BGSU”) and Glenville State University, an institution of higher education (“GSU”). BGSU and GSU may each be referred to as a “Party” and collectively as the “Parties.”

RECITALS

WHEREAS, GSU is an undergraduate and graduate public university that is operated within the State of West Virginia. GSU offers a Bachelor’s in Health Sciences degree, including a pre-professional concentration so students can obtain the necessary pre-requisite courses for graduate programs in Physical Therapy and Occupational Therapy (the “HS Program”).

WHEREAS, BGSU is an undergraduate and graduate public university that is operated within the State of Ohio in accordance with the Ohio Revised Code. BGSU’s School of Physical and Occupational Therapy, in its College of Health and Human Services, offers graduate programs in Physical Therapy (the “DPT Program”) and Occupational Therapy (the “OTD Program”).

WHEREAS, BGSU and GSU desire to enter into this Agreement to establish a pathway for students in GSU’s HS Program, with a pre-professional area of concentration, to pursue graduate education in the DPT and OTD Programs at BGSU.

NOW, THEREFORE, with mutual interest in cooperation, and in consideration of the mutual covenants set forth herein, and of other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

TERMS OF THE AGREEMENT

1. Description of Articulation Program

a. Admission Pathways. To facilitate the admission of students in GSU's HS Program into BGSU's DPT and OTD Programs, BGSU has established two admissions pathways:

i. *Reserved Seats.* BGSU will annually reserve five (5) seats in its DPT Program and five (5) seats in its OTD Program (the "reserved seats") for qualified students from GSU's HS Program who meet the following eligibility requirements (the "Eligibility Requirements"):

1. Obtain a Bachelor of Science in Health Sciences degree, with a pre-professional area of concentration, from GSU.
2. Applicants to the OTD Program must achieve a minimum cumulative and prerequisite GPA of 3.2 on a 4.0 scale, from GSU.
3. Applicants to the DPT Program must achieve a minimum cumulative and prerequisite GPA of 3.4 on a 4.0 scale, from GSU.
4. Complete all prerequisite courses required for admission to the BGSU DPT or OTD Program with a grade of "B" or higher. A current list of prerequisite courses is attached as Exhibit A.
5. Science prerequisite course descriptions should state that they are "for science or pre-health majors" or must be offered through a science department and should contain a lab. (i.e. prefix of BIOL, CHEM, PHYS, etc.). Any exceptions to this must be reviewed on a case-by-case basis.
6. Submit all required applications, supporting materials, and fees to the respective Program by the specified deadline.
7. Provide evidence of relevant clinical observation or volunteer experience as required by the BGSU DPT or OTD program.
8. Meet all other admission requirements for the BGSU DPT or OTD Program.

ii. *Traditional Admission.* GSU students who do not meet the Eligibility Requirements may still apply to BGSU, including the DPT and OTD Programs. BGSU and the program will consider such application for admission in accordance with its standard admissions application evaluation criteria, including those outlined in Section Section1(b)(2)(ii)(2).

b. Application Process and Academic Requirements.

i. *General Admission and Academic Standards.* Admission and academic standards and requirements for specific degrees are exclusively the responsibility of BGSU and its academic units to determine and administer. Official degree requirements are maintained in the BGSU Academic Catalog and University Policies. Nothing in the Agreement alters or

amends the admission, academic, or graduation requirements that BGSU may establish and amend from time to time.

ii. Application Process

1. *Specific Application Process for Reserved Seats.* GSU students who are interested in applying for a reserved seat must complete an initial application – on a form designated by the Program - by the Early Assurance deadline in the Spring Semester of their Junior academic year. The application must demonstrate that the student will meet the Eligibility Requirements, upon their graduation. GSU students who meet the Eligibility Requirements, submit an initial application by the stated deadline, and are awarded a “reserved seat” will be required to complete all other required applications, as further described in Section 1(b)(2)(ii)(2). Failure to complete all required applications will result in forfeiture of the reserved seat. If the reserved seats are not filled by GSU students by the Early Assurance deadline, the remaining seats will be made available to other applicants in the general pool. If there are more than five students who meet the Eligibility Requirements, and apply for a reserved seat, BGSU, in its sole discretion, will evaluate the applicants and determine which five will be granted a reserved seat. All other applicants not granted a reserved seat will be considered for admission under the Traditional Admission pathway.
2. *Requirements for All Applicants.* The DPT and OTD Programs use a hybrid admissions process. All GSU students seeking admission into the DPT or OTD Program, including those seeking a reserved seat, must follow the standard process and deadlines outlined by the Program.¹ DPT Program applicants must first submit an application through the Physical Therapist Central Application Service (PTCAS). OTD Program applicants must submit an application through the Occupational Therapist Common Application System (OTCAS). Applicants who are offered admission through PTCAS or OTCAS will be required to submit a second application to BGSU’s Graduate College through Graduate Admissions.

2. Advising, Communication, and Review

¹ DPT Program admission processes are available at: <https://www.bgsu.edu/health-and-human-services/programs/school-of-physical-and-occupational-therapy/doctor-of-physical-therapy/application-procedures.html>. OTD Program admissions processes are available at: <https://www.bgsu.edu/health-and-human-services/programs/school-of-physical-and-occupational-therapy/doctor-of-occupational-therapy/application-process.html>.

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- a. The Parties agree to collaborate in good faith to achieve the objectives outlined herein. Both Parties shall share necessary information and resources in a timely and secure manner to support the goals of this Agreement while adhering to applicable laws and policies.
- b. BGSU will work with GSU, its faculty, staff, and students to ensure that GSU students interested in this pathway understand the requirements (including admission requirements and the Eligibility Requirements) and process. BGSU may offer student advising, the frequency, duration, and modality of which will be in BGSU's sole discretion.
- c. GSU designates the Dean of Health Sciences as the articulation agreement advisor to assist students in meeting the prerequisites and preparing their applications.
- d. Each Party agrees to keep the other Party reasonably informed of any changes to academic or administrative policies, including DPT and OTD Program specific requirements, that will affect students seeking the benefits under this Agreement. GSU's Dean of Health Sciences and BGSU's Program Directors (or their designee), will review this Agreement annually to ensure the Agreements continued effectiveness and make any necessary updates.
- e. Representatives of the Parties shall engage in regular communication to assess the effectiveness of each Party's performance of the terms of this Agreement. The Parties will attempt to resolve any issues or disputes arising out of the Agreement collaboratively, and in good faith. The Parties will conduct a formal review of this Agreement, at least every three years, to ensure its continued effectiveness and relevance. Any updates, modifications, or amendments to this Agreement are only effective when made in writing and signed by both Parties.

3. Term and Termination

- a. Effective Date. This Agreement will take effect on June 1, 2025 (the "Effective Date").
- b. Term. This Agreement shall remain in effect for a term of three (3) years from the Effective Date, unless terminated earlier by a Party. Thereafter, this Agreement will automatically renew for successive one (1) year terms, subject to the same termination provisions.
- c. Termination for Cause. Either Party may terminate this Agreement in the event of a material breach by the other Party, effective upon the later of (i) the end of the next admissions application and review period of BGSU, or (ii) the date that is ninety (90) days after the date of a termination notice that includes a description of the breach; provided in either case that the breaching Party shall

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be allowed until that effective date to cure the breach to the reasonable satisfaction of the non-breaching Party. Notwithstanding any other provision of this Agreement, termination will occur immediately and automatically if either Party ceases to be accredited by the Higher Learning Commission.

- d. Termination for No Cause. Either Party may terminate this Agreement by providing written notice to the other Party, with the termination to be effective one year after the date of the notice.
- e. Post Termination. Upon expiration or termination of this Agreement for any reason, GSU students who previously applied by or admitted to BGSU shall continue to receive the benefits contemplated by this Agreement.

4. Miscellaneous.

- a. Severability. If any section or provision of this Agreement be held illegal, unenforceable, or in conflict with any law by a court of competent jurisdiction, such section or provision of this Agreement shall be deemed severed from this Agreement and the validity of the remainder of this Agreement shall not be affected thereby.
- b. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Ohio applicable to contracts made and to be enforced wholly within Ohio.
- c. Survival. Sections 3(e) and 4 will survive termination or expiration of this Agreement.
- d. Notices. All notices or other written communications relating to termination, expiration, or any other legal matter relating to this Agreement must be given in writing by courier or reputable overnight delivery service, or by certified mail, return receipt requested, to either Party at the following address (or to such other address as such Party may substitute, by providing a written notice in the manner specified in this section):

For GSU

Kevin L. Evans, Ph.D.
Dean, College of Health Sciences
Glennville State University
200 High Street
Glennville, WV 26351

Email: kevin.evans@glennville.edu

For BGSU

James Ciesla, Ph.D.
Dean, College of Health &
Human Services
105 Health and Human Services
Building

Bowling Green, OH 43403

Email: jciesla@bgsu.edu

- e. Waivers and Amendments. The waiver by either Party of any provision of this Agreement on any occasion and upon any particular circumstance shall not operate as a waiver of such provision of this Agreement on any other occasion

- or upon any other circumstance. This Agreement may be modified or amended only via a writing signed by both Parties.
- f. Assignment. Neither Party may assign its rights or delegate its duties under this Agreement. Any attempted assignment or delegation in violation of this section would be null and void.
 - g. Complete Agreement; Integration. This Agreement contains the complete understanding of the Parties with respect to the subject matter hereof and supersedes all other agreements, understandings, communications and promises of any kind, whether oral or written, between the Parties with respect to such subject matter.
 - h. Counterparts; Facsimile Signatures. This Agreement may be executed in multiple counterparts, all of which shall be originals and which together shall constitute a single agreement. For the purpose of interpreting this Agreement, facsimile signatures (including by .pdf or Adobe Sign) shall be considered equivalent to original signatures.
 - i. Independent Contractors. The Parties are independent contractors, and no agency, partnership, franchise, joint venture, or employment relationship is intended or created by this Agreement. Neither Party shall make any commitment, or give the impression that it has authority to make any commitment, on behalf of the other Party.
 - j. Compliance with Laws. This Parties will comply with all applicable laws and regulations in performing their obligations hereunder. Each Party agrees that it will not unlawfully discriminate against any person on the basis of race, sex, religion, disability, age, national origin, color, ancestry, genetic information, gender identity or expression, veteran status, pregnancy, or on any other basis prohibited by Ohio or federal law. The Parties acknowledge that they each have non-discrimination policies applicable to admissions and educational programs.
 - k. Data Exchange. The Parties shall exchange information regarding student success, as related to this Agreement, in compliance with all applicable laws and regulations, including the Family Educational Rights and Privacy Act and the Gramm-Leach-Bliley Act of 1999.
 - l. Non-Exclusivity. This Agreement is not exclusive, and either Party may enter into similar agreements with any other Party.
 - m. Use of Marks in Promotional Materials. Each Party agrees that any use of the other Party's name, trade name, trademark, logo, tagline, or any other defining symbol or name associated with the other Party shall be (i) only during the term of this Agreement; (ii) for the sole purpose of promoting this Agreement; and (iii) and in accordance with the other Party's written branding standards. Neither Party will use the other's name or symbols in a way that would cause confusion in the public mind as to the relationship between the Parties. Any and all promotional materials, including written, verbal, videographic,



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- electronic, or multimedia of any kind must be reviewed and approved by both Parties prior to any use or distribution.
- n. No Third-Party Beneficiaries. None of the provisions of this Agreement or any document contemplated hereby is intended to grant any right or benefit to any person or entity that is not a signatory to this Agreement.

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INTENDING TO BE LEGALLY BOUND, by signing below, each Party acknowledges its agreement with the terms and conditions of this Agreement and each signatory represents and warrants that s/he is authorized to sign on behalf of and to bind her/his Party to all of the terms and conditions of this Agreement as of the Effective Date.

For **Bowling Green State University**:

Ravindra Krovi

Ravindra Krovi (Jun 23, 2025 15:27 EDT)

Ravi Krovi, Ph.D.
Provost and Senior Vice President
Date: _____

For **Glenville State University**:

mark a. manchin

mark a. manchin (Jun 24, 2025 16:07 EDT)

Mark A. Manchin, Ed.D.
President
Date: 06/24/2025

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EXHIBIT A

Prerequisite Requirements for PT BGSU

BGSU	GSU	
Biology with lab (8)	BIOL 120: Principles of Biology I BIOL 121: Principles of Biology II	
Chemistry with lab (8)	CHEM 101: General Chemistry I CHEM 102: General Chemistry II	
General Physics with lab (8)	PHYS 201: General Physics I PHYS 202: General Physics II	
Human A&P with lab (8)	HLTH 230: Anatomy & Physiology I HLTH 231: Anatomy & Physiology II	
Statistics (3)	MATH 256: Probability & Statistics	
Any psychology (3)	PSYC 201: General Psychology	
English comp. or writing (3)	ENGL 102: CRW: Research Writing	
Minimum of 40 hrs. shadowing with licensed PT	EXSC 493: Practicum	

Prerequisite Requirements for OT BGSU

BGSU	GSU	
Introduction to Psychology (3)	PSYC 201: General Psychology	
Abnormal Psychology (3)	PSYC 310: Abnormal Psychology	
Human Development (3)	PSYC 250: Lifespan Development	
General Physics with lab (3) Or Kinesiology	PED 332: Kinesiology	
Human A&P with lab (8)	HLTH 230: Anatomy & Physiology I HLTH 231: Anatomy & Physiology II	
Statistics (3)	MATH 256: Probability & Statistics	
English comp. or writing (3)	ENGL 102: CRW: Research Writing	
Medical Terminology (1)	HLTH 107: Medical Terminology	
Minimum of 20 hrs. shadowing with licensed OT	EXSC 493: Practicum	










BGSU Glenville Agreement

Final Audit Report

2025-06-24

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By:	Pamela Keppler (pamelak@bgsu.edu)
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-  Document created by Pamela Keppler (pamelak@bgsu.edu)
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-  Document emailed to mark.manchin@glenville.edu for signature
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-  Signer mark.manchin@glenville.edu entered name at signing as mark a. manchin
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Document e-signed by mark a. manchin (mark.manchin@glenville.edu)

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Agreement completed.

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