



UTAH SYSTEM OF
HIGHER EDUCATION

MEMORANDUM

June 6, 2024

AcademyOne Contract for Utah Transfer Guide

The Office of the Commissioner seeks Board approval to renew the Office's contract with AcademyOne to develop the Utah Transfer Guide.

The Utah Transfer Guide was created to comply with [Utah Code section 53B-16-104](#), which requires the Board to develop, coordinate, and maintain a transfer and articulation system that utilizes a common course numbering system and allows a student to track courses that transfer among USHE institutions, from other accredited institutions, or from providers that have articulation agreements with the Board. The Utah Transfer Guide is an electronic tool that allows students to compare individual courses or full degree programs across the USHE institutions to evaluate how their earned course credit would transfer between institutions and apply to various majors. Students who create an account, or login in using login credentials for one of the eight academic colleges or universities in Utah, have access to additional planning tools, such as importing completed coursework, creating an education plan, reviewing degree requirements, and evaluating which requirements their completed coursework fulfills. In addition, students can search for course equivalencies for Prior Learning Assessments (PLA) such as Advanced Placement exam scores and see the standardized credit they would earn at USHE institutions and how that credit applies to various degrees.

In 2019, the Office of the Commissioner contracted with AcademyOne to develop the electronic Utah Transfer Guide. The Office of the Commissioner entered into the initial contract after an extensive Request for Proposals process, during which AcademyOne emerged as the only vendor capable of providing the full range of services the Office was requesting. The five-year contract is now up for renewal. AcademyOne is a "sole source provider" to maintain the product they have developed. The contract will provide for payments of \$179,000 during the first year of the 5-year contract for licensing fees, coursework importers, and other tools, with a slight incremental rise each year. The contract also includes other administrative updates.

Commissioner's Recommendation

The Commissioner recommends that the Board approve renewal of the Office's contract with AcademyOne.