

TRANSFER AGREEMENT BETWEEN AMERICAN PUBLIC UNIVERSITY SYSTEM AND LORD FAIRFAX COMMUNITY COLLEGE

THIS TRANSFER AGREEMENT (this “TA”) is made and entered into May 1, 2012, (“Effective Date”) by and between Lord Fairfax Community College (“LFCC”) and American Public University System (“APUS”) (individually a “Party” and collectively the “Parties”).

DESCRIPTION OF THE PARTIES

American Public University System includes American Public University (APU) and American Military University (AMU) and serves more than 105,000 learners worldwide. APUS’s relevant curriculum, affordability, and flexibility help students pursue degrees in subjects ranging from homeland security to management and liberal arts. American Public University System is regionally accredited by the Higher Education Commission (HLC) of the North Central Association and nationally accredited by the Accrediting Commission, Distance Education and Training Council. The APUS mission includes expanding access to higher education and preparing graduates for service and leadership in a diverse, global society.

Lord Fairfax Community College Founded in 1970, Lord Fairfax Community College (LFCC) is a comprehensive, multi-campus public institution of higher education. Through its three locations — the Fauquier and Middletown Campuses and the Luray-Page County Center — the College serves eight localities in the Shenandoah Valley and Piedmont regions. The localities are the counties of Clarke, Fauquier, Frederick, Page, Rappahannock, Shenandoah and Warren and the city of Winchester. LFCC offers more than 75 associate degree and certificate programs in a wide variety of disciplines, in addition to providing access to bachelor's, master's and doctoral degree programs offered on site by a four-year institution. LFCC serves more than 7,600 unduplicated credit students and more than 10,450 individuals in professional development and business and industry courses annually. LFCC promotes equal opportunity in educational programs and activities, admission and employment without regard to race, color, sex or age (except where sex or age is a bona fide occupational qualification), religion, handicap, national origin or other non-merit factors. Lord Fairfax Community College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award associate degrees.

AGREEMENT

American Public University System and Lord Fairfax Community College hereby agree as follows:

1. APUS and LFCC will maintain the integrity of their separate programs and enter into this agreement as equal partners.
2. **Advising of LFCC students** – Advising of LFCC students regarding admission and program requirements to APUS will be the responsibility of the regular advising staff at LFCC and APUS. APUS will designate one or more points of contact to respond to advising questions from LFCC advisors.
3. **On-Site Outreach** – APUS will arrange with LFCC to meet and make contact with potential transfer students at a minimum of two times annually. LFCC will provide an appropriate location(s) for presentations and advising.
4. **Communication** – LFCC and APUS agree to cooperate in communicating with each other and with their common and respective publics concerning the established relationship between the two institutions.

- a. Any marketing of the transfer agreement will be subject to the prior approval of both parties.
 - b. Each institution will assume responsibility for appropriate marketing to reach their respective student and faculty populations.
 - c. Each institution will designate a marketing point of contact.
 - d. APUS will not market or promote to LFCC students any lower division courses that LFCC is scheduled to teach during the period of the transfer agreement.
 - e. Faculty and staff at both institutions will communicate information about this agreement to students and prospective students.
 - f. LFCC will provide from its website a link to the APUS website and APUS will provide a link to LFCC website.
 - g. Representatives from APUS and LFCC will confer annually to exchange updated degree requirements, admissions, and transfer information to be used the subsequent academic year. Each institution will notify the other of any contemplated planned changes that would affect the future of this agreement.
5. **Exchange of Student Information** – APUS and LFCC agree to exchange transfer information for the purpose of monitoring and enhancing student academic success. The information may also be used to enhance curricular offerings. At no time will Family Education Rights and Privacy Act (FERPA) regulations or requirements be violated. In particular, the Institutional Research and Assessment Office of APUS will provide yearly statistical and global data to LFCC for the achievement of transfer students from LFCC: GPA, success in course completion after the first semester.
6. **Concurrent Enrollment** -Students may concurrently take courses at both institutions, as well as have access to advising and other services at both institutions, although the transfer block credit cannot be awarded until after the student submits an official transcript from LFCC showing an eligible conferred degree. Students will complete all transfer requirements at LFCC.
7. **Financial Aid**- Federal regulations require that students receive financial aid from only a single college from which courses are taken during a given quarter or semester. Advisors should recommend that financial aid recipients take all their courses at either APUS or LFCC. If a student attends both institutions in a single semester, financial aid may be granted from only one institution.
8. **Eligibility**
- a. Students who were conferred a designated transfer AA&S degree (consisting of 60-63 credits) by LFCC on or after May 1, 2012, and enrolled at APU into an eligible Baccalaureate degree without selecting a concurrent minor or certificate.
 - b. Obtain the associate degree with a cumulative grade point average of 2.000 on a 4.0 scale. All work attempted at LFCC and all previous institutions will be included in the GPA considered by APU.
 - c. Only LFCC students who are admitted to APU on or after May 1, 2012, are eligible for this transfer agreement. Students already enrolled at APU prior to May 1, 2012, are not eligible for the block transfer.
 - d. LFCC students are eligible for this transfer agreement regardless of where they completed all of their previous courses for their LFCC degree, as long as an eligible degree was earned from LFCC per the eligibility requirements above.
 - e. APU reserves the right to deny admission to students who have been academically dismissed or suspended, or to those convicted of a felony.
 - f. APU accepts applications from students who wish to transfer directly from LFCC to APU to pursue a bachelor's degree. The guarantee of admission to APU is applicable for up to three years upon graduation from LFCC.

9. **Award**

- a. Eligible LFCC graduates will be granted junior status at APU with all general education requirements being satisfied.
- b. LFCC students transferring under a transfer agreement with an AA&S degree are not eligible for any other transfer credit.
- c. Any program academic changes made by APU will not affect LFCC students CURRENTLY ENROLLED at APU at the time of the program change and they will be subject to original requirements that were in effect at the time the student enrolled in an APU program.

10. **Graduate School Grant** - APUS will extend to LFCC full-time employees a graduate studies book grant.

11. **Length of Agreement** – This agreement will become effective upon the execution of signatures by the responsible authority for each institution and will last for a maximum of three (3) years, after which time both institutions will undertake renegotiation of the agreement.

- a. Both APUS and LFCC agree to provide written notice of at least one full academic year in advance of termination.
- b. APUS reserves the right to alter the format of the transfer block, based on a change of APU program requirements, as long as the LFCC graduate is awarded 60 hours upon transferring to APU.

In Witness whereof, the Parties hereto have executed this transfer agreement as of the date first mentioned above by their authorized representatives.

Lord Fairfax Community College

By:

Name: Dr. Cheryl Thompson-Stacy

Title: President

Date:5/15/12

American Public University System

By:

Name: Wallace E. Boston, Jr., Ed. D

Title: President and CEO

Date:5/15/12

LORD FAIRFAX COMMUNITY COLLEGE-APU Degree Transfer Eligibility

APU DEGREE	Eligible LORD FAIRFAX COMMUNITY COLLEGE Degree	Hours Awarded*
General Studies	Any Associate of Arts & Sciences Degree	61
History	Any Associate of Arts & Sciences Degree	61
Intelligence Studies	Any Associate of Arts & Sciences Degree	61
Management	Any Associate of Arts & Sciences Degree	61
Retail Management	Any Associate of Arts & Sciences Degree	61
Security Management	Any Associate of Arts & Sciences Degree	61
Information Systems Security	Associate of Arts & Sciences Degree in Science	61
Sports and Health Sciences	Associate of Arts & Sciences Degree in Science	61

APU DEGREE	Eligible LORD FAIRFAX COMMUNITY COLLEGE Degree	Hours Awarded*
Philosophy	Associates of Arts & Sciences Degree in Liberal Arts: Philosophy & Religion Specialization	62
Religion	Associates of Arts & Sciences Degree in Liberal Arts: Philosophy & Religion Specialization	62
Reverse Logistics Management	Associates of Arts & Sciences Degree in Business Administration	62
Transportation & Logistics Management	Associates of Arts & Sciences Degree in Business Administration	62

* Students must select remaining courses at APU at the upper level (300-499)

If a student has completed an AA&S degree and would like to transfer into a Bachelor's Degree program not indicated on the chart, the student may enter completed courses into the AMU/APU Transfer Equivalency Database (TED) to map what courses will allow the student to maximize their transfer.

Web site: <http://www.apus.edu/TransferCredit/equivalents/>

If a student has not completed an AA&S degree, but would like to transfer to AMU or APU, they may transfer up to 90 semester hours by contacting the Transfer Credit Evaluation Center at:

Web site: <http://www.apus.edu/TransferCredit/>

Email: studentservices@apus.edu

Phone: 877-755-2787