

# **LORD FAIRFAX COMMUNITY COLLEGE AND SHEPHERD UNIVERSITY**

## **COLLABORATION AGREEMENT**

### **Purpose**

The purpose of this comprehensive collaboration agreement between Lord Fairfax Community College and Shepherd University is to create a "seamless web" of joint programs and services for students who choose to attend both institutions. The agreement builds on the belief shared by both institutions that a well-educated populace greatly serves the region. Consequently, it is in the best interests of the service communities to have the institutions minimize barriers and maximize student access and transfer to increase the number of associate and bachelor level programs that are well articulated and the number of students who pursue these opportunities. The specific objectives of the collaborative are to (1) better inform students of their many options as they consider attending both institutions, (2) enhance the process by which students are admitted into and transfer between the two institutions, (3) achieve increased effectiveness and student service by considering joint programs and services offered at both institutions that benefit the shared student body, and (4) undertake shared leadership initiatives to better serve the economic and other community development needs of the broader region and the two states of Virginia and West Virginia.

### **Background**

As Shepherd University and Lord Fairfax Community College (LFCC) consider a significant new partnership, the institutions build on a long-standing and fruitful foundation of cooperation. Shepherd and LFCC have enjoyed a very positive relationship and a shared student body. As the new century unfolds, however, there is a mutual desire to make this historically good relationship even better. This new sense of urgency is directed at strengthening and expanding the educational partnership that continues to serve large numbers of students. Regional economic and cultural development is nurtured through the work of both institutions, and the rising quality of life in the region will depend in large part on an educated and highly qualified work force. The "new century" higher education model calls for greater collaboration between institutions, as well as improved programmatic and service articulations that make the student transition from one institution to the other smooth and productive. As the two institutions work together, each will continue to play its distinctive role. However, much of the creativity and improvement in educational offerings and services for the common student body will occur where the work of both institutions is designed to merge and blend in a quality manner.

### **Process**

Administrative and faculty leaders from Lord Fairfax Community College and Shepherd University, with endorsement and guidance from their respective presidents, will meet and confer to improve curricular and student service articulations to benefit the students who choose to attend both institutions. In addition, as matters of joint collaboration are completed, written agreements will be prepared, signed, and included in the public information releases of both institutions, including hard copy publications and electronic media. All new information being released will be shared in advance between the public information offices of the two institutions.

### **Areas for Current and Future Collaboration**

Areas for enhancement of present and/or potential collaborative activities and initiatives include, but are not limited to the following:

- 1.Improved curriculum articulation, including 2-plus-2 models
- 2.Joint faculty professional development, as may be feasible
- 3.Tuition waivers for students transferring to Shepherd from LFCC
- 4.Joint cultural and student recreational development activities
- 5.Joint press releases and mention of the collaboration agreement in appropriate College and University documents and publications
- 6.Explore opportunities for Shepherd graduate student internships on the LFCC campus
- 7.Annual review and update of agreements

## MISSION STATEMENT

Shepherd University and Lord Fairfax Community College (LFCC) have collaborated to offer you the Bachelor's Degree Dual Admission Program which guarantees your admission to Shepherd upon meeting the eligibility requirements. This program affords you all of the educational opportunities provided by both institutions.

### What Does This Mean For You, The LFCC Student?

- You will receive a tuition discount if you meet the Dual Admission Program requirements: You are guaranteed admission to the Dual Admission Program at Shepherd University with an earned LFCC Associate of Arts and Sciences or Associate of Applied Science degree and a cumulative grade point average of at least 2.80.
- You can continue your education close to home.
- You will be able to earn your bachelor's degree in a timely manner.
- You can take advantage of two of the lowest cost educational institutions in the region.
- You will receive academic advising that outlines the LFCC/SU course articulation agreements.

### What Are the Requirements?

1. You have completed and submitted the Dual Admission application form, which may be as early as your first semester at LFCC, indicating your intended Shepherd start date.
  2. You have completed an Associate of Arts and Sciences or Associate of Applied Science degree from LFCC.
  3. You have achieved a cumulative GPA of 2.80 from LFCC.
  4. You transfer directly from LFCC to Shepherd and enroll at Shepherd at full-time status (12 credits or more).
- To be eligible for the program you must be a non-resident of West Virginia.*

### Why Is This Program For You?

The purpose of the Bachelor's Degree Dual Admission Program is to offer you a variety of options in pursuit of your bachelor's degree. Excellent academic advising will ensure your proper placement, without wasting time and money on unnecessary courses. You will have a seamless enrollment from Associate of Arts and Sciences or Associate of Applied Science degrees at Lord Fairfax Community College to a bachelor's degree program at Shepherd University. The Dual Admission Program offers students the opportunity to receive a tuition discount if they have met all the program requirements. This tuition discount is available for up to four consecutive semesters contingent upon completion of the Associate of Arts and Sciences or Associate of Applied Science degree at LFCC. You will be considered a junior which will allow you to receive the tuition discount for up to four semesters.

### How Can You Enroll?

To enroll in the Shepherd-LFCC Dual Admission Program, you must:

- Complete the Shepherd/LFCC Dual Admission form, which is available online at [www.shepherd.edu/admweb.apply/DualAdm/](http://www.shepherd.edu/admweb.apply/DualAdm/), or at LFCC's Counseling Office or at Shepherd's Office of Admissions.
- Submit the Shepherd/LFCC Dual Admission form to Shepherd's Office of Admissions as early as your first semester at LFCC, indicating your intended Shepherd start date.
- Meet all Shepherd admissions requirements, including requirements for an Associate of Arts and Sciences or Associate of Applied Science degree at LFCC and a grade point average of at least 2.80.
- Contact your academic advisor at LFCC to develop your course schedule.

*Acceptance into the Dual Admission Program occurs only for the spring and fall semesters.*

*Renewal Criteria:*

- *Begin each fall and spring term at full-time status (12 credits or more) at Shepherd University.*
- *Earn at least 24 credit hours by the end of each spring term, excluding summer.*
- *Enroll continuously each term, excluding summer.*
- *Maintain a minimum Shepherd University GPA of 2.80.*

Shepherd University Transfer Policy

Students who transfer from a regionally accredited junior or community college are allowed a maximum of 72 semester hours toward the 128 credit hour minimum for graduation from Shepherd University. In compliance with the West Virginia Higher Education Policy Commission, students who have completed more than 72 hours of course work may select the courses they wish to have evaluated as part of their semester hours of credit counted toward graduation. The total number of credit hours earned will be calculated in the student's overall grade point average.

All grades and credits transferred to Shepherd University are posted on the student's permanent record exactly as received from all other colleges and/or universities with the following proviso: 1) plus and minus signs will be ignored, 2) D and F grades can be replaced only if earned within the first 60 hours attempted, and 3) for admission purposes, all grades on the student's transcript(s) will be used in computing the grade point average.