

**GUARANTEED ADMISSION AGREEMENT  
VIRGINIA COMMUNITY COLLEGE SYSTEM  
AND  
UNIVERSITY OF MARY WASHINGTON**

The University Of Mary Washington (UMW) and the Virginia Community College System (VCCS), recognizing the need to facilitate the transfer of students from the community college to UMW, resolve to adopt a Guaranteed Admission Agreement (GAA). UMW provides special opportunities to help VCCS students experience a smooth transition to UMW.

UMW is highly supportive of the goal of enrolling VCCS transfer students, and provides several means for gaining admission in addition to the GAA. VCCS students who do not meet all the terms of this GAA may nonetheless be highly competitive applicants, and are encouraged to apply through the regular transfer admissions process. In addition, UMW has specific guaranteed admission agreements in effect with a number of individual community colleges for admission into certain degree programs. The terms for these specific agreements with particular community colleges are different from the terms of the GAA.

In an effort to ease the transfer process, the VCCS and UMW provide the following guaranteed admission agreement.

**Definitions**

"Transfer associate degrees" refers to VCCS Associate of Arts, Associate of Science, and Associate of Arts and Sciences degrees. This includes VCCS General Studies associate degrees that have been approved by the State Council of Higher Education for Virginia (SCHEV) as transfer degrees according to the State Committee on Transfer (see website at <https://www.schev.edu/Students/GeneralStudiesWebText.pdf>).

"GAA student" refers to a student who graduates from a transfer degree program at a Virginia community college with a cumulative grade point average (OP A) of 3.25 or higher on a four-point scale and who intends to transfer to UMW.

"GAA Contact" refers to staff members designated by each Virginia community college and by UMW who work with prospective GAA students.

**Academic Admission Agreement**

GAA students are guaranteed admission to UMW and may expect the following:

1. UMW will guarantee the acceptance of all transferable credits earned from the transfer oriented associate degree program, not to exceed 63 credits. No distinction will be made by UMW regarding college courses applicable to the transfer associate degree that are taken through dual enrollment arrangements with high schools. Completion of the associate degree through dual enrollment will not preclude the student from eligibility under this agreement. In addition, credit for courses completed through International Baccalaureate, Advanced Placement, Cambridge, CLEP, and Armed services experiences will be accepted according to stated policies for acceptance of credit, which can be found in the UMW catalog for the year the GAA student enters UMW.

2. Courses will be accepted regardless of delivery method (i.e.: online).
3. Completion of the transfer degree program will guarantee completion of the lower-level UMW general education component of the undergraduate curriculum. For UMW degree programs with a language requirement, the GAA student must complete the language requirement unless language courses were taken as a part of the transfer associate degree. GAA students must also complete the following requirements:
  - Writing intensive requirements
  - Speaking intensive requirements
  - Experiential learning requirement

Students may satisfy these requirements as part of the transfer associate degree if their transcript includes courses that apply to these requirements. To learn more about these requirements, go to: <http://publications.umw.edu/undergraduatecatalog> (see General Education Course List). Students will still be considered admissible under this agreement if the stipulated requirements (listed above) have not completed prior to transfer. If the requirements have not been satisfied at a VCCS college, the student will be required to complete them through work following transfer to UMW.

4. UMW cannot guarantee that students will be able to complete all requirements for graduation within the 120-credit minimum required for graduation. UMW will inform the student at the time of enrollment if there are additional course requirements beyond the 120 minimum semester hours needed for graduation. Such courses will be specified in writing.
5. Acceptance in some degree programs at UMW is competitive; thus guaranteed admission into UMW does not imply admission to these programs without further acceptance by the program or department offering the program.

### **Eligibility**

To be guaranteed admission to UMW, students must complete the requirements to become GAA students (graduation from a transfer degree program at a Virginia community college with a cumulative grade point average (GPA) of 3.25 or higher on a four-point scale with intent to transfer to UMW) and submit an official transcript showing completion of the associate degree to UMW Admissions Office. In addition, GAA students must have earned a grade of "C" or higher in each community college course applicable to the transfer associate degree program.

Students who were previously enrolled at UMW and transferred to a VCCS college to complete the transfer associate degree are not eligible for participation in the GAA. VCCS students who do not meet the GAA eligibility requirements listed above are eligible to apply for admission to UMW but will not be guaranteed admission under this agreement. UMW reserves the right to deny admission to students who have been suspended or dismissed from any institution of higher education, or to those convicted of a felony.

## **Benefits to Virginia Community College Students**

1. UMW waives its application fee.
2. Students may contact the academic department of interest at UMW to get advice and information on meeting requirements for their intended major. Students can obtain information on UMW majors at: <http://cas.umw.edu/majors-minors-and-courses-of-study/> and departmental contacts at: <http://provost.umw.edu/resources-for-facluty/academic-department-and-program-phone-numbers/>
3. While UMW does not have any named scholarships designated especially for GAA students, GAA students are considered for all scholarships and other assistance for which they are eligible. GAA students interested in receiving scholarships or financial aid at UMW must complete the FAFSA form by the application deadline established by UMW, Office of Financial Aid, for need-based aid. GAA students are not required to complete UMW Institutional Scholarship Information Form their first year in order to be considered for institutional scholarships.

## **Responsibilities**

GAA students will:

1. Follow all UMW application processes and all special departmental/program application procedures, deadlines, and grade point average requirements. Submit the application for admission no later than March 1 for fall transfer admission, and November 1 for spring transfer admission. At the time of filing the application, the student must declare the intent to invoke the GAA as the means for seeking admission to UMW.
2. Have declared the intent to transfer to UMW by completing the “UMW Student Letter of Intent form” after a minimum of 15 credits towards the transfer associate degree is completed and before applying for graduation from the community college. For instructions on completing the Letter of Intent Form, go to: <http://admissions.umw.edu/undergraduate/transfer-students-2/guaranteed-admissions-agreement>

The community college will:

1. Advise students regarding courses needed to complete the transfer associate degree.
2. Make available information about UMW and the GAA to prospective GAA students enrolled in transfer associate degree programs.

UMW will:

1. Consider GAA students who enroll at UMW on the same basis as students who entered UMW as freshman for admission to competitive programs, registration, financial aid, scholarships, student housing, parking, and any other opportunities open to native students with junior standing.
2. Provide tracking data on performance of transfer students at UMW, including credits presented and accepted in transfer, UMW courses attempted and completed, cumulative GPA, major, graduation date from UMW, and comparisons with students who did not enter UMW under the terms of this agreement. The specific data elements of the report will be determined by Institutional Research staffs from the VCCS and UMW and provided by July 1 of each year.

## **Review of the Agreement**

The VCCS will designate officials who will be responsible for all aspects of the GAA at the VCCS. UMW will designate individuals responsible for all aspects of the GAA at UMW. Representing UMW will be the Associate Provost for Academic Affairs, or designee. Representing the VCCS will be the VCCS Vice Chancellor for Academic Services and Research and the VCCS Assistant Vice Chancellor for Academic Services and Research, in consultation with the Articulation Subcommittee of the Academic and Student Affairs Council.

UMW and the VCCS will review the GAA every three years to make adjustments as deemed appropriate to maintain its integrity and for the improvement of the transfer process.

Any changes, additions, or deletions to this agreement shall be made only after consultation with an agreement among officials at both institutions. Changes will not adversely affect students already enrolled under the provisions of the existing GAA.

The GAA will remain in effect until terminated by either party upon written notice to the other party of an intention to terminate. Such notice shall be effective only if given 180 days prior to the intended date of termination. Students who entered under the GAA may take advantage of its terms for two years after termination becomes effective.

The above provisions are mutually agreed to and shall go into effect when signed by the appropriate institutional representatives. They shall remain in force until superseded by official action by either institution.

Glen DuBois, Chancellor  
Virginia Community College System  
Date: 8/24/10

Richard V. Hurley, President  
University of Mary Washington  
Date: 8/28/12



Virginia Community College System  
Guaranteed Admission Agreement  
Student Letter of Intent

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Email \_\_\_\_\_  
mm/dd/yy

Phone (Home) \_\_\_\_\_ Phone (Work or Cell) \_\_\_\_\_

Current VCCS School \_\_\_\_\_ VCCS Student ID \_\_\_\_\_

I certify that I intend to transfer to the University of Mary Washington under the Guaranteed Admission Agreement (GAA) and enroll in the \_\_\_\_\_ semester.

My intended major is . \_\_\_\_\_

My intended degree is:       Bachelor of Arts                       Bachelor of Science  
(check one)                       Bachelor of Liberal Studies       Bachelor of Professional Studies

My signature below indicates that I understand and agree to the following requirements in order to be eligible for the GAA between VCCS and UMW:

- I must graduate from a VCCS AA&S Transfer Program with a minimum cumulative GPA of 3.25 on a four-point scale prior to matriculation to UMW. The GAA is invalid if I matriculate to another institution prior to UMW.
- I must complete the appropriate application for admission and provide all required supporting documents by the suggested application filing date.
- I understand the application fee will be waived under the GAA. If applying online, please contact UMW Admissions for the appropriate fee waiver code during application submission.
- By signing this form, I certify that the above information is truthful. I also give permission to both UMW and the above community college to release information to one another concerning my academic performance as well as to report any judicial or honor violations.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

**To Be Completed By a VCCS Counselor**

Student's VCCS cumulative GPA after 45 credits completed: \_\_\_\_\_

If degree has been conferred, final VCCS cumulative GPA: \_\_\_\_\_

VCCS Counselor Signature \_\_\_\_\_ Print Name: \_\_\_\_\_

Counselor Phone: \_\_\_\_\_ Counselor Email: \_\_\_\_\_

Remit to:      UMW Office of Admissions  
                  1301 College Avenue  
                  Fredericksburg, VA 22401-5300

[admit@umw.edu](mailto:admit@umw.edu)  
[www.umw.edu/admissions](http://www.umw.edu/admissions)  
(800)468-5614 or (540)654-2000

Fax: (540)654-1857