

**GUARANTEE ADMISSION AGREEMENT
VIRGINIA COMMUNITY COLLEGE SYSTEM
AND
VIRGINIA COMMONWEALTH UNIVERSITY**

In accordance with the Virginia State Policy on Transfer, Virginia Commonwealth University (VCU) and the Virginia Community College System (VCCS) recognize the need to facilitate the admission of transfer students from Virginia's community colleges to VCU as they pursue their educational goals. In an effort to ease the transfer process and to promote the closer coordination of academic courses, programs and degrees offered by our institutions, we do hereby enter into the following Guaranteed Admission Agreement (GAA). This agreement supersedes the Guaranteed Admission Agreement between Virginia Commonwealth University and the Virginia Community College System, signed on February 12, 2009, as well as the addendum Signed on July 8, 2010.

Students who meet the eligibility requirements described below are guaranteed admission to and may enroll in VCU. Acceptance in some degree programs at VCU is competitive; thus guaranteed admission into VCU does not imply admission into these competitive programs without further acceptance by the school or department offering the program. Admission into the following baccalaureate programs at VCU is **NOT** guaranteed by the GAA:

- All baccalaureate degree programs in the School of the Arts;
- All baccalaureate degree programs in the School of Allied Health Professions;
- All baccalaureate degree programs in the School of Engineering;
- Bachelor of Science in Dental Hygiene;
- Bachelor of Science in Nursing

Students participating in the GAA should follow all special school, college and/or department application procedures and deadlines, as well as grade point requirements listed in the *VCU Undergraduate Bulletin* (see website at: <http://www.pubapps.vcu.edu/bulletins/>).

VCU has developed a number of articulation agreements with specific associate degree programs at individual Virginia community colleges. This is an option for students who have identified their majors and have chosen VCU as a transfer institution. A listing of these agreements may be found on the VCU Office of Admissions website (see website at: <http://www.ugrad.vcu.edu/apply/transfer/agreements.html>).

Section I: Definitions

“GAA student” refers to a student, and who graduates from a Virginia community college with either a “general education certificate” or a “transfer-oriented associate degree” and a cumulative grade point average (GPA) of 2.5 or higher on a four-point scale (as computed under VCCS policy).

“General education certificate” refers to a one-year Certificate of General Education offered at Virginia community colleges and approved by VCCS. GAA students who transfer to VCU with a general education certificate must complete ENG 111 (College Composition I), ENG 112 (College Composition II), and ENG 210 (Advanced Composition) with a minimum grade of “C” in each course. If ENG 210 (Advanced Composition) is not offered at the GAA student’s community college, the GAA student will not be required to complete the course in order to be eligible for the GAA.

“Transfer-oriented associate degree” 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 guidelines (see website at: <http://www.schev.edu/Students/GeneralStudiesWebText.pdf>).

“Transferable credits” refers to credits taken at a VCCS institution that are applicable to a baccalaureate degree program at VCU and includes general education courses applicable to the student’s intended baccalaureate degree major. A grade of “C” or better must be earned to transfer the credits to VCU.

Section II: Eligibility

To be eligible for participation in the GAA, students must:

1. Submit a Letter of Interest to transfer to VCU Office of Admissions after completion of at least 15 transferable credits and a minimum of a 2.5 cumulative GPA, but before 90 days prior to graduation from a VCCS institution (see website link to Letter of Interest at: <http://www.ugrad.vcu.edu/apply/transfer/agreements.html>).
2. Graduate with a minimum of a 2.5 cumulative GPA (as computed under VCCS policy) with either an approved general education certificate or a transfer-oriented associate degree program from a Virginia community college.
3. Earn a grade of “C” or higher in each course applicable to the general education certificate or a transfer-oriented associate degree program.
4. Earn a minimum of 30 credits of the total required for a transfer-oriented degree from a VCCS institution.
5. Enroll at VCU within one year of completing the general education certificate or transfer-oriented associate degree.
6. Completion of the associate degree through high school dual enrollment will not preclude the student from eligibility under this agreement. However, high school students enrolled in a dual enrollment program and who earn an associate degree concurrent with graduation from high school must follow the freshman applicant deadlines and indicate they are applying as a freshman when prompted on the university application.
7. Completion of the general education certificate through high school dual enrollment does NOT guarantee admission to VCU. However, high school students who earn a general education certificate and demonstrate competitive high school GPA's and test scores will be given preference in the admission review process.

VCCS students who do not meet the GAA eligibility requirements listed above are eligible to apply for admission to VCU but will not be guaranteed admission under this agreement. In addition, students who were previously enrolled at VCU and transferred back to a VCCS college to complete the transfer-oriented associate degree are **NOT** eligible for participation in the GAA.

VCU reserves the right to deny admission to students who have felony convictions, as well as students who have been academically or non-academically suspended from previous institutions.

Section III: Academic Terms

Upon receipt by VCU of completed application materials, GAA students are guaranteed admission to VCU and may expect the following:

1. No distinction will be made by VCU regarding credit received for college courses applicable to the general education certificate or transfer-oriented associate degree that are taken through dual enrollment arrangements with high schools.
2. Credit for courses completed through Advanced Placement, Cambridge, CLEP, DANTEs, International Baccalaureate, and Armed Services experience will be accepted according to stated policies for acceptance of credit, which can be found in the *VCU Undergraduate Bulletin* for the year the GAA student enters VCU. For these credits to be accepted by VCU, GAA students are responsible for submitting the necessary transcripts or documentation of this additional coursework to VCU no later than the conclusion of the first semester of enrollment at VCU.
3. A minimum grade of "C" must be obtained in each course the student wishes to transfer. If a student repeats a course and receives a grade of "C" or higher, the course will transfer.
4. VCCS students may select the *VCU Undergraduate Bulletin* in effect at the time they submit their GAA letter of interest. GAA students also have the option of selecting the *VCU Undergraduate Bulletin* in effect when they enroll in VCU.
5. Completion of the general education certificate or a transfer-oriented associate degree program will guarantee completion of the University Core general education component of the VCU undergraduate curriculum but may not fulfill specific departmental requirements or prerequisites needed for the major. Therefore, depending on the VCU major, GAA students may need to take additional lower-level courses after transferring to VCU. Moreover, VCU cannot guarantee that students will be able to complete all requirements for graduation within the 120-credit minimum required for graduation. VCU will inform the student at the time of enrollment if there are additional course requirements beyond the minimum credit hours needed for graduation.

Section IV: Benefits to Virginia Community College Students

1. GAA students may apply for need-based financial aid through VCU's Office of Financial Aid. Students should refer to the VCU Financial Aid website for information concerning application deadlines (see website at: <http://www.enrollment.vcu.edu/finaid/>).
2. GAA students will be able to meet with an advisor of the VCU Transfer Center to discuss the transferability of courses and a successful transition from a VCCS college to VCU.
3. GAA students will receive continuous communication regarding programs and activities from the Office of Admissions and the VCU Transfer Center.
4. GAA students who pay \$25 to receive a VCU ID card are also eligible for the following benefits:
 - Access to VCU's library services
 - Ability to participate in VCU's transfer-related events
 - Ability to participate in some intended school or major related activities such as lectures.
 - Email accounts and access to VCU updates about events via email

Section V: Responsibilities

Responsibilities of the VCCS:

1. Notify students of transfer opportunities to VCU under this GAA by posting links to the agreement on the VCCS Transfer Website (<http://www.vccs.edu/Students/TransferList.aspx>) and the Virginia Education Wizard (www.vawizard.org).
2. VCCS colleges will provide academic advising services to assist VCCS students in choosing courses that will best prepare them for their intended major at VCU. VCCS will prepare faculty advisors and counselors to provide appropriate and accurate advising services related to students' plans to apply to VCU.
3. Notify the Chief Transfer Officer (<http://www.schev.edu/AdminFaculty/VCTOcontact.asp>) at VCU when situations arise warranting VCCS faculty and VCU faculty interaction to address advising or curricular issues.
4. Provide VCU with a summary of research findings and actions taken based on data supplied by VCU on transfer student performance.

Responsibilities of VCU:

1. Disseminate accurate information to prospective transfer students regarding the general condition of the GAA. Those provisions include the conditions for guaranteed admission to VCU, and notification that admission to the university does not guarantee acceptance to any particular degree program.
2. Provide academic advising services to GAA students during the term prior to transfer to assist these students in making a smooth transition from the community college at VCU.
3. Notify the Chief Transfer Officer (<http://www.schev.edu/AdminFaculty/VCTOcontact.asp>) at the Virginia community college (or the VCCS representative) when situations arise that warrant VCCS faculty and VCU faculty interaction to address advising or curricular issues.

4. Provide tracking data on performance of GAA students at VCU, including credits presented and accepted in transfer, VCU courses attempted and completed, cumulative GPA, major, graduation date from VCU, and comparisons with native students. The specific data elements and timing of the report will be determined by Institutional Research staffs from the VCCS and VCU and provided by July 1 of each year.

Responsibilities of the Student:

1. It is primarily the responsibility of students who choose to pursue the GAA to know and understand the requirements for a general education certificate or transfer-oriented associate degree, as well as degree requirements and the specific requirements for their intended major at VCU.
2. Complete the preadmission process to include: {a) submission of the Letter of Interest to VCU after completion of at least 15 transferable credits, but before 90 days prior to graduation from a VCCS institution (see website link to Letter of Interest at: <http://www.usgrad.vcu.edu/applv/transfer/agreements.html>) ; and (b) earn a 2.5 cumulative grade point average toward the general education certificate or transfer-oriented associate degree.
3. Eligible transfer students must provide transcripts from any other institutions attended and documentation for Advanced Placement, International Baccalaureate, Cambridge, CLEP, military credit, or other advanced standing credit applied toward completion of the transfer-oriented associate degree.
4. Follow the VCU application and admission processes (<http://www.vcu.edu/ugrad/>) and deadlines (<http://www.ugrad.vcu.edu/why/faqs/admissions.html#deadlines>). High school students enrolled in a dual enrollment program and who earn an associate degree concurrent with graduation from high school must follow the freshman applicant deadlines and indicate they are applying as a freshman when prompted on the university application.

Section VI: Review of the GAA

1. The VCCS will designate officials who will be responsible for all aspects of the GAA at the VCCS. VCU will designate individuals responsible for all aspects of the GAA at VCU.
 - a. Representing VCU will be the Vice Provost for Academic and Faculty Affairs and the Vice Provost for Strategic Enrollment Management, or designees.
 - b. Representing the VCCS will be the VCCS Vice Chancellor for Academic Services and Research and the Director of Educational Policy, in consultation with the Articulation Subcommittee of the Academic and Student Affairs Council.
2. Both parties are to communicate the conditions of the GAA to their respective clientele (external and internal constituents). VCU and the VCCS will review the GAA at a minimum of every three years and make adjustments or amendments as deemed appropriate to maintain the integrity of each institution as well as for the improvement of the transfer process and student articulation. Such changes will not adversely affect students already enrolled and covered under the provisions of the existing GAA.

3. 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 should be given at least one year in advance of the effective date of termination, and students who entered under the GAA may take advantage of its terms for two years after termination becomes effective.

Approval granted by:

Glenn DuBois, Chancellor
Virginia Community College System
Date: 4/12/13

Michael Rao, President
Virginia Commonwealth University
Date: April 12, 2013

