

Guaranteed Transfer Partnership Agreement
between
Virginia Commonwealth University
and
Germanna Community College

Purpose

This agreement lays the foundation for a partnership designed to facilitate the seamless transfer of *Germanna Community College (GCC)* graduates to *Virginia Commonwealth University (VCU)*. The agreement stipulates the criteria under which *GCC* graduates are guaranteed admission to *VCU* as outlined in the existing Guaranteed Admissions Agreements (GAA) between the Virginia Community College System (*VCCS*) and *VCU*, including the GAA for general admission, the GAA for engineering, the GAA for teacher preparation, and the GAA for nursing. The agreement further articulates terms that ensure all *GCC* courses described in a *GCC-VCU* Curricular Pathway transfer fully to meet degree requirements in a baccalaureate program at *VCU*. Appendix A provides a list of approved *GCC-VCU* Curricular Pathways via this agreement. This list will be updated as new pathways are approved. Curricular Pathways may be amended by mutual written agreement between *GCC* and *VCU* without need to restate this entire Guaranteed Transfer Partnership Agreement. Amendments to Curricular Pathways become effective no sooner than one year after mutual agreement to revise the Curricular Pathways.

Acceptance and Application of Credits

1. *GCC* and *VCU* will agree upon specific Curricular Pathways that include courses that apply fully to meeting lower division general education requirements in all *VCU* baccalaureate programs as well as to any specific *VCU* baccalaureate degree requirements defined in the Curricular Pathway.
2. Graduates of Associate of Arts (AA) and Associate of Science (AS) programs at *GCC* whose agreed-upon Curricular Pathways are appended to and form part of this agreement are considered to have met all *VCU* lower-division general education requirements. Students who have met the transfer criteria for all Curricular Pathway courses shall be admitted to academic junior status at *VCU*.
3. Graduates of other *GCC* degree programs, e.g., Associate of Fine Arts (AFA) and Associate of Applied Science (AAS) programs in an agreed-upon Curricular Pathway may be required to take additional general education courses or additional courses within their major at *VCU*. Graduates of such programs may need to complete more than 120 credits to complete the bachelor's degree at *VCU*. AFA and AAS courses will transfer if equivalent courses exist at *VCU*. Approved Curricular Pathways for such programs are considered part of this agreement and will be included in Appendix A.
4. Only coursework in which grades of C or higher have been earned at *GCC* will transfer to *VCU* and may be applied toward the requirements of the partner program at *VCU*.
5. *VCU* will accept credit for prior learning such as Advanced Placement, International Baccalaureate, Cambridge, and CLEP according to *VCU* policies in effect at the time of the application for admission to *VCU*. *VCU* will also evaluate courses/credits earned at other regionally accredited institutions and designate equivalencies. Students are responsible for providing 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 their associate degree. The amount and type of credit awarded by *VCU* may differ from that awarded by *GCC*.

- 6 No distinction will be made by *VCU* regarding the transferability of college courses applicable to the transfer-oriented associate degrees completed through dual enrollment arrangements with high schools.
- 7 Completion of an 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.
- 8 *VCU* will maintain course equivalency information in its online Transfer Center website (<https://transfer.vcu.edu/>). It will alert *GCC* to proposed changes in course equivalencies at least one year before such changes are implemented. To be locked into the Curricular Pathway requirements at the time they begin taking courses at *GCC*, students must submit the online Letter of Interest form (see website link to Letter of Interest at: <https://apps.sem.vcu.edu/apply/letter-of-interest/>) after earning 15 credits at *GCC* for *VCU* to ensure that they are following the correct Curricular Pathway.
- 9 A minimum of 30 semester hours must be earned at *VCU* to be eligible for degree conferral. Thirty of the last 45 hours of credit required for the degree must be earned through instruction offered at *VCU*. In addition, 50 percent of the semester hours required for a major or minor (as defined by the department) must be taken at *VCU* and at least 45 upper-level credit hours (defined as 300- or 400-level courses) must be completed to earn a bachelor's degree at *VCU*.

Admissions Practices

1. *VCU* will accept applications from students who wish to transfer from *GCC* into any baccalaureate degree program.
2. Students transferring from *GCC* to specific *VCU* programs at the junior-level must meet the same prerequisites, grade point average (GPA) and other admission criteria, as other native or transfer students applying for entry to *VCU* programs.
3. As stipulated in *VCU's* Guaranteed Admission Agreement (GAA) for general admission with VCCS, *GCC* students who graduate with an Associate of Arts (AA) or Associate of Science (AS) degree and have a *GCC* cumulative GPA of at least 2.5 are guaranteed admission to *VCU*. However, acceptance in some degree programs at *VCU* is competitive; guaranteed admission into *VCU* does not imply admission into these competitive programs without further acceptance by the school/college 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 College of Health Professions;
 - All baccalaureate degree programs in the College of Engineering (see separate GAA for engineering);
 - Bachelor of Science in Dental Hygiene;
 - Bachelor of Science in Nursing (see separate GAA for the RN to BSN program).

Separate GAA's govern the guaranteed admissions of students into the College of Engineering, teacher preparation programs, and the RN to BS in Nursing degree program. A complete list of GAA's governing the admission of community college students to *VCU* is located on the Transfer Center website (<https://transfer.vcu.edu/>).
4. *VCU* will consider and average cumulative GPAs from all institutions attended. Only courses completed will be used in the calculation of a GPA average for admission purposes; however, attempts must be considered for financial aid purposes. Trends in academic performance will be also considered.

5. *GCC* graduates admitted under this agreement will be considered juniors for purposes of scholarship eligibility, housing, and priority registration. Students who complete a *GCC* associate degree while still in high school and apply to *VCU* as freshman applicants will be considered as first-year students for housing, scholarship, new student orientation and data tracking purposes.
6. To be eligible for admission to *VCU*, students must meet the current requirements for legal status and any other non-academic requirements stated in the *VCU* catalog. *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.

Responsibilities

Joint responsibilities

1. The agreement, articulated Curricular Pathways, and relevant transfer course equivalencies will be reviewed biennially by *VCU* and *GCC*. Each institution will designate an individual to monitor this agreement and to coordinate meetings designed to maintain inter-institutional articulation. In addition, each institution will identify one person to serve as the main contact for each pathway program.
2. A *GCC-VCU* inter-institutional leadership team will be appointed to plan joint initiatives and to review transfer success. This team will identify faculty to collaborate on developing Curricular Pathways.
3. *GCC* and *VCU* agree to collaborate on a reverse transfer credit protocol enabling *GCC* students who transfer to *VCU* before completing an associate's degree to be awarded an associate's degree from *GCC*, using credit earned at *VCU*, if they satisfactorily complete the appropriate coursework.
4. *VCU* will supply a representative to a *GCC* program advisory committee for each program in which a Curricular Pathway is developed. *GCC* will host program advisory committee meetings annually. Both institutions agree to encourage faculty to collaborate frequently.
5. *VCU* will provide *GCC* with aggregate reports of enrolled *GCC* transfer students, their majors and academic performance when 10 or more are enrolled in any given year. Pursuant to the Family Educational Rights and Privacy Act (FERPA), *VCU* hereby designates *GCC* as a school official with a legitimate educational interest in this transfer data for the purpose of implementing this agreement. Accordingly, *GCC* agrees to maintain this data confidentially, not to disclose it unless authorized by *VCU* or otherwise in compliance with FERPA, to use the transfer data only for the purpose of implementing this agreement, including to improve student preparation for transfer, and to report to *VCU* its intended improvements.

Responsibilities of *GCC*:

1. Notify students of transfer opportunities to *VCU* under this Guaranteed Transfer Partnership Agreement and promote *VCU* as a Guaranteed Transfer Partner.
2. Provide space (e.g., in a campus advising center) for a *VCU* representative. In addition, *VCU* will be invited to attend *GCC* transfer fairs.
3. Provide academic advising services to assist *GCC* students in selecting the appropriate Curricular Pathway to *VCU* and choosing courses that will best prepare them for their intended major at *VCU*. *GCC* will also refer students to *VCU's* Major Maps for additional guidance on how to prepare for a successful transition to *VCU*.

4. Host **GCC** campus visits from **VCU** advising representatives at least once per semester to meet with prospective **VCU** students.
5. 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 from **GCC** regarding the general conditions of the Guaranteed Transfer Partnership Agreement and the details of the Curricular Pathways.
2. Provide academic advising services to prospective students from **GCC** (coordinated through the VCU Transfer Center).
3. Host **VCU** campus visits for **GCC** faculty and advisors at least once per year.

Amendments and Term of Effect

The Curricular Pathway in effect at the time a student first enrolls at **GCC** will be honored by **VCU** if the student submits a Letter of Interest form to VCU (see website link to Letter of Interest at: <https://apps.sem.vcu.edu/apply/letter-of-interest/>), completes an associate's degree, and successfully transfers to **VCU** within 4 years of that first enrollment at **GCC**.

This agreement may be amended, as needed, for specific program articulation without affecting the currency of the master agreement. All course-by-course transfer guides may be amended as needed.

This master agreement will remain in effect until terminated by either party upon written notice to other party of an intention to terminate. Such notice will be effective only if given 180 days prior to the intended date of termination. In the event that this agreement is terminated, the terms of the agreement contained herein will remain in effect for a maximum of 2 years.

Michael Rao

12/17/19

Dr. Michael Rao, President
Virginia Commonwealth University

Date

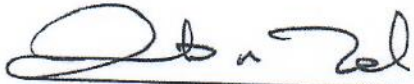
Jarret Gullickson

1/17/19

Dr. Jarret Gullickson, President
Germanna Community College

Date

VCU REVIEWERS:



Inta Tolan, Senior Associate Vice Provost, Student Success

10-18-18

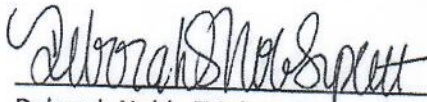
Date



Tomikia LeGrande, Vice Provost for Strategic Enrollment Management

11-7-18

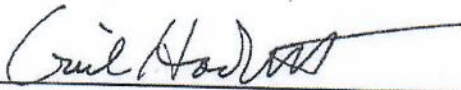
Date



Deborah Noble-Triplett, Senior Vice Provost for Academic Affairs

11/19/2018

Date



Gail Hackett, Provost and Vice President for Academic Affairs

12/13/18

Date

Appendix A
GCC-VCU Curricular Pathways

Germanna CC Associate Degree	VCU Bachelor Degree	Catalog Year
Business Administration (A.A.&S.)	Accounting (B.S.)	2019-2020
Business Administration (A.A.&S.)	Business - Finance Concentration (B.S.)	2019-2020
Business Administration (A.A.&S.)	Business - Management (B.S.)	2019-2020
Business Administration (A.A.&S.)	Business - Risk Management & Insurance (B.S.)	2019-2020
Business Administration (A.A.&S.)	Business - Supply Chain Management & Analytics (B.S.)	2019-2020
Business Administration (A.A.&S.)	Economics (B.S.)	2019-2020
Business Administration (A.A.&S.)	Information Systems (B.S.)	2019-2020
Business Administration (A.A.&S.)	Marketing (B.S.)	2019-2020
Business Administration (A.A.&S.)	Real Estate (B.S.)	2019-2020
Business Administration (A.A.&S.)	Business - Human Resource Management Concentration (B.S.)	2019-2020
Education - K-8 (A.A.&S.)	Elementary Education, Liberal Studies for Early and (B.I.S.)	2019-2020
Engineering (A.S.)	Mechanical Engineering (B.S.)	2019-2020
General Studies - Psychology Specialization (A.A.&S.)	Psychology (B.S.)	2019-2020
General Studies (A.A.&S.)	Mass Communication (B.S.)	2019-2020
General Studies-Administration of Justice Specialization (A.A.&S.)	Criminal Justice (B.S.)	2019-2020
General Studies-Health and Physical Education Specialization (A.A.&S.)	Health, Physical Education and Exercise Science (B.S.)	2019-2020
General Studies-Psychology Specialization (A.A.&S.)	Social Work (B.S.W.)	2019-2020
Liberal Arts (A.A.&S.)	English (B.A.)	2019-2020
Liberal Arts (A.A.&S.)	History (B.A.)	2019-2020
Nursing (AAS)	Nursing (B.S.)	2019-2020
Science, Biology Track (A.A.&S.)	Biology (B.S.)	2019-2020
Science, Chemistry Track (A.A.&S.)	Chemistry (B.S.)	2019-2020

**GUARANTEED 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 special school, college and/or departmental 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 also 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 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 ENG210 (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 the VCU Office of Admissions after completion of at least 15 transferable credits and a minimum 2.5 cumulative grade point average, 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 from a Virginia community college.
3. Earn a grade of "C" or higher in each community college course applicable to the general education certificate or 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 colleges 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 conditions 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 through the VCU Transfer Center to GAA students during the term prior to transfer to assist these students in making a smooth transition from the community college to 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 the 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.ugrad.vcu.edu/apply/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:

Glen DuBois, Chancellor
Virginia Community College System
April 12, 2013

Michael Rao, President
Virginia Commonwealth University
April 12, 2013