

## **Honors Program Transfer Agreement**

### **Memorandum of Understanding Hagerstown Community College And Shippensburg University of Pennsylvania**

The Honors Program Articulation Agreement (hereinafter "Agreement") is made between Shippensburg University of Pennsylvania ("SU"), 1871 Old Main Drive, Shippensburg, PA 17013, and Hagerstown Community College ("HCC"), 11400 Robinwood Drive, Hagerstown, Maryland, 21742, an institution of higher education organized and existing under the laws of the State of Maryland. In consideration of the mutual promises and conditions contained in this Agreement, SU and HCC (collectively the "Parties") mutually agree as follows:

#### **Purpose**

The purpose of this Agreement is intended to continue the collaboration between HCC and SU in an effort to facilitate the transfer and degree completion of students completing the Honors Program at HCC and intending to enroll in the Honors Program at SU.

To facilitate this opportunity, the parties agree to the following:

The following details recommendations for students transferring from the HCC Honors Program to the Honors Program at SU.

#### **Admissions Criteria**

Transfer students from the HCC Honors Program are guaranteed admissions into the Honors Program at SU during their first semester at SU provided the student has met the following criteria:

1. Applied to SU by the published priority deadline.
2. Admitted to SU as a degree seeking student.
3. Applied to the Honors Program by the published deadline.
4. The HCC Honors Program coordinator will provide confirmation that students have met all requirements of HCC's Honors Program prior to matriculation to SU.
5. Completed at least 45 college credits from HCC.
6. Earned at least a 3.25 cumulative GPA at the time of the application to the SU Honors Program.

#### **Academic Provisions**

Five honors courses from HCC may be applied towards the Honors Program requirements as Honors Courses or "H" section provided the courses were designated as Honors, carried at least three credits, and were passed with a 3.0 or above on a 4.0 grading scale. Students will complete the remaining Honors Program requirements as a member of the SU Honors Program.

The determination of Honors Program requirements needed to earn one of the SU Honors Program designations on the transcript shall be the responsibility of SU.

A minimum of twelve Honors credits must be earned at SU to earn one of SU's Honors Program designations on the transcript. The Honors credits earned at SU must meet the requirements (e.g. general education, seminar or capstone credits) of the relevant Honors Program designation the student is attempting to earn.

### **Student Provisions**

HCC Honors Program students who transfer to SU will be treated in the same manner as other SU Honors Program students of equal class standing when applying for university-wide scholarships, special Honors study abroad scholarships, PASSHE Summer Honors Program, undergraduate research grants, and grants to travel to academic conferences.

HCC Honors Program students who transfer to SU will receive the same consideration for Honors campus housing as other SU Honors students of equal class standing.

### **On-Going Collaboration**

In an effort to strengthen this partnership SU's Honors Program faculty and staff may serve as a resource, as available, to the HCC's Honors College Program students and faculty by serving as guest lecturers, workshop/seminar facilitators and other program exchanges.

The HCC Honors Program and the SU Honors Program agree to inform each other regarding major changes in policy or Honors curricula that directly affect transfer students.

### **Modification**

This Agreement may not be modified without the prior written consent between both Parties. Neither Party may assign any rights or interests nor delegate its duties under this Agreement, in whole nor in part, without the express prior written consent of the other Party; any attempted assignment or delegation shall be wholly void and totally ineffective for all purposes.

### **General**

The Parties hereto are independent contractors and no Party is an employee, agent, partner, franchise or joint venture of another Party. No Party hereto shall have the right to bind the other to any agreement with a third party or to incur any obligation or liability on behalf of the other Party. The Parties shall at all times under this Agreement comply with all Federal, State, and local laws and institutional policies. Both Parties expressly agree to conduct themselves in a manner free of discrimination against any person or entity on the basis of race, ethnicity, national origin, age, gender, religion, political affiliation, qualified disability, sexual orientation, and veteran status. The Parties agree to maintain the privacy and security of personally identifiable information and to prevent disclosure in compliance with Federal laws. The Parties agree to report any suspected child abuse and/or neglect in compliance with State law.

### **Term of Contract**

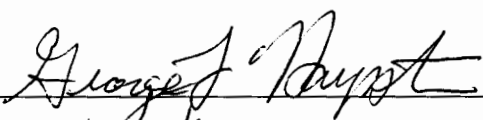
This Agreement will be in effect as of September 22, 2016. It will be reviewed annually by the appropriate parties at each institution, and will be renewed automatically until superseded by a new agreement, formally terminated, or after five years (September 21, 2021), whichever comes first. In no

event shall the termination of this Agreement by either Party take effect before the end of a then current academic term or adversely impact any student who may be participating in the reverse transfer program.

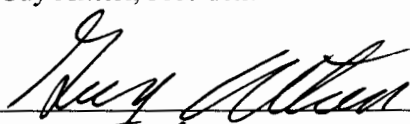
The SU Office of Admissions and the appropriate offices at HCC are responsible for identifying, and communicating to each other, changes in the policies or requirements of their respective institutions that affect this Agreement.

The undersigned representatives of the parties, HCC and SU, have executed this Agreement on the dates indicated.

Shippensburg University of Pennsylvania  
Dr. George F. (Jody) Harpster, President

  
\_\_\_\_\_  
9/22/16 date

Hagerstown Community College  
Dr. Guy Altieri, President

  
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9/22/16 date